



**Date:** 01 OCT 2018  
**To:** All Respondents  
**Subject:** State of Iowa RFP0919005018

**ADDENDUM No. 1**  
**Vendor Submitted Follow-up Questions and Answers**

The State of Iowa received the following follow-up questions and requests for clarification by the due date and time listed in the Request for Proposal.

1. Under Exhibit 8 on page 16 of the RFP there's a bullet that indicates the following statement...

Does your state have a preference for in-state Contractors? Yes or No. If yes, please include the details of the preference.

This seems to be a question that's relevant to the trades industries but it doesn't make sense for the healthcare industry. We don't contract our labor out unless we can't find someone to fill the position and even when filling openings with "agency staff" they're still through a local staffing agency. The only time we go out of state is for Locum providers or when we utilize H1B visas. These are only when filling high level providers that are required for us to maintain certain levels of care and certifications like being a "Level 1 Trauma Center".

This seems to us like it's a question that the state would answer and not us as a healthcare organization.

*The boilerplate preference question relates to reciprocal treatment of in-state bidders to non-resident preferences. If awarded on price alone (this RFP is not), an Iowa company would be awarded in case of price tie with non-resident company - code says "comparable" price. Additional details available at: <https://comptroller.texas.gov/purchasing/bidder-preference/iowa.php>*

2. I understand the grant funds can be used in a variety of ways so wanted to check to see if our current plans would be considered acceptable use of the grant funds.

If awarded, we'll have an HR employee functioning as a Registered Apprenticeship Coordinator to help develop, implement and oversee the program during its initial 2 year period. This is not a position we plan to hire for but instead we will use existing staff and ask them to assume these responsibilities. Is it acceptable to use the funds to cover an existing employees salary or would we be required to hire an additional person to function as the RA Coordinator?

We'd prefer to route the funds towards a current employee's time but wanted to ensure that was acceptable before we start planning for that.

*Funds may be used to support employers to cover staff costs of developing and operating Registered Apprenticeship Programs. It is acceptable to cover an existing employee's salary providing that there is documentation of how the staff member's time designated to support this project.*

3. The end of the period of performance is October 30, 2020. What is the timeline for issuing an intent to award notification for the Healthcare Registered Apprenticeship Program, and anticipated date for contract execution and work to commence? According to the cover page the initial contract term is 1 year. Will the subsequent contract term be less than one year, then (assuming contract execution occurs after November 1, 2018) to coincide with the end of the period of performance?

*At the latest, contracts should be executed by January 1, 2019. The period of performance will end on October 30, 2020.*

4. What is the consequence to the successful bidder in the event their efforts fail to add the required number of active Registered Apprentices by October 30, 2020?

In order to ensure proper accountability and compliance with Federal award requirements and achievement of performance goals, IWD may:

- Provide Subrecipient with training and technical assistance on program-related matters.
- Perform on-site reviews of Subrecipient's program operations.
- Arrange for agreed-upon-procedures engagements as described in 2 CFR section 200.425.

If Subrecipient fails to comply with Federal statutes, regulations or the terms and conditions of the Federal award or subaward, the Federal awarding agency or IWD may impose additional conditions, as described in 2 CFR section 200.207. If the Federal awarding agency or IWD determines that noncompliance cannot be remedied by imposing additional conditions, the Federal awarding agency or IWD may take one or more of the following actions, as appropriate in the circumstances:

- Temporarily withhold cash payments pending correction of the deficiency by Subrecipient or more severe enforcement action by the Federal awarding agency or IWD.
- Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
- Wholly or partly suspend or terminate the Federal award or subaward.
- Initiate suspension or debarment proceedings as authorized under 2 CFR part 180 and Federal awarding agency regulations (or in the case of IWD, recommend such a proceeding be initiated by a Federal awarding agency).
- Withhold further Federal awards or subawards for the project or program.

Take other remedies that may be legally available.

5. Regarding the amount of funding available (page 6, section 1.4 Summary, subsection (3) Healthcare Sector Apprenticeship Program):
  - i. Respondents may apply for a full award of \$150,000 to grow at least 200 Registered Apprentices and will receive extra points for submitting a full award.
  - ii. Respondents may apply for a partial award of \$75,000 to grow at least 100 Registered Apprentices

What amount of funding is available for the initial contract term of 1 year at each level (full award and partial award)? And again for the second contract term which we are assuming concludes on October 30, 2020?

This contract term is for one period that last until October 30, 2020. Currently, no additional extension have been awarded by the U.S. Department of Labor related to this funding opportunity. However, IWD reserves the right to extended the contracts if the U.S. Department of Labor extends the period of performance.

6. The RFP cover page indicates there may be up to 5 possible annual extensions. What is the: 1) anticipated level of funding available for annual extensions; and 2) what will the required number of additional active Registered Apprentices be for each additional term?

This contract term is for one period that last until October 30, 2020. Currently, no additional extension have been awarded by the U.S. Department of Labor related to this funding opportunity. However, IWD reserves the right to extended the contracts if the U.S. Department of Labor extends the period of performance.

7. Could you clarify the outcome expectations for us? We understand that 200 active Registered Apprentices (with full funding) or 100 active Registered Apprentices are to be in place by the end of the period of performance (October 30, 2020). Our question is what is considered to be an active Registered Apprentice? Does that mean an individual enrolled in the program or having successfully completed the program (or something in between)? Given the target of under-represented populations, we anticipate some level of drop-out rate during a year-long on the job training and related instruction period. This is driving our request for clarification.

On October 30, 2020, the program will need at least 200 or 100 Registered Apprentices actively enrolled and participating in the Registered Apprenticeship Program depending on the full or partial award designation.