

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number DCCF-2011-R-1000		Page of Pages 1 5							
2. Amendment/Modification Number A00003		3. Effective Date Monday, October 18, 2010		4. Requisition/Purchase Request No.		5. Solicitation Caption In-School Year Round Youth Program						
6. Issued by: Office of Contracting and Procurement District of Columbia Government 441 4 th Street NW, Suite 700 South Washington, DC 20001				Code				7. Administered By: (If other than line 6) Department of Employment Services 609-625 H Street, N. E. Washington, DC 20002				
8. Name and Address of Contractor (No. street, city, county, state and zip code) Offeror:					X		9A. Amendment of Solicitation No. DCCF-2011-R-1000		9B. Dated (See Item 11) 9/17/2010		10A. Modification of Contract/Order No.	
Code		TIN		10B. Dated (See Item 13)								
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS												
<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input checked="" type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) completing Items 8 and 15, and returning <u>One</u> copies of the amendment; (b) acknowledging receipt of this amendment on each copy of the offer submitted; or (c) separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter, telegram or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.												
12. Accounting and Appropriation Data (If Required) Encumbrance Codes:												
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.												
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.2 The changes set forth in Item 14 are made in the Contract/Order No. in Item 10A.												
B. The above numbered Contract/Order is modified to reflect the administrative changes (such as, changes in paying office, appropriation date, etc.) set forth in Item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2.												
C. This supplemental agreement is entered into pursuant to authority of: 27 DCMR 3601.2												
D. Other (Specify type of modification and authority)												
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return <u>one</u> copies to the issuing office.												
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) Solicitation DCCF-2011-R-1000 is hereby amended as described on pages 2-5 and Attachments A-C. All other terms and conditions remain unchanged.												
15A. Name and Title of Signer (Type or print)						16A. Name of Contracting Officer Kenneth D. Hayslette, CPPPO, C.P.M., CPCMC						
15B. Name of Contractor (Signature of person authorized to sign)				15C. Date Signed		16B. District of Columbia <i>Kenneth D. Hayslette</i> (Signature of Contracting Officer)				16C. Date Signed 19 Oct 2010		

**DCCF-2011-R-1000
In-School Year Round Youth Program
Department of Employment Services**

Amendment 0003

No.	Solicitation Reference	Amendment	Amended Provision
1	B.4-B.8	Delete: In it's entirety Insert: Amendment 3, Attachment B	Amendment 3, Attachment B
2	C.5.1.5	Insert C.5.1.5: Summer Youth Employment The Contractor shall provide services twelve months of the year, including the summer recess from school, during the six weeks of DOES' s Summer Youth Employment Program (SYEP). The summer component of the year round program should permit 14-15 year old participants to earn a maximum of 20 hours per week and 16-21 year old participants to earn a maximum of 30 hours per week. The work experiences may take place at the program site, at a worksite identified by the Contractor, or at a combination of both. If a worksite is identified by the Contractor, the Contractor shall monitor the worksite to ensure each participant is receiving a safe and successful work experience which is contributing toward achieving the goals in the participant's Individual Service Strategy (see Section C.5.13.1.b). As often as is feasible, Contractors shall connect participants to a worksite in or related to participants' career interests.	Summer Youth Employment The Contractor shall provide services twelve months of the year, including the summer recess from school, during the six weeks of DOES' s Summer Youth Employment Program (SYEP). The summer component of the year round program should permit 14-15 year old participants to earn a maximum of 20 hours per week and 16-21 year old participants to earn a maximum of 30 hours per week. The work experiences may take place at the program site, at a worksite identified by the Contractor, or at a combination of both. If a worksite is identified by the Contractor, the Contractor shall monitor the worksite to ensure each participant is receiving a safe and successful work experience which is contributing toward achieving the goals in the participant's Individual Service Strategy (see Section C.5.13.1.b). As often as is feasible, Contractors shall connect participants to a worksite in or related to participants' career interests. During the six week SYEP period, the Contractor shall

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	<p>shall continue to provide case management (see Section C.5.13.1.c) to participants, and other program services the program deems appropriate.</p> <p>During the six weeks of SYEP, DOES will pay participants \$7.25/hour. During this time Contractors shall, for each participant, enter attendance information into the payroll system utilized by SYEP.</p>	<p>continue to provide case management (see Section C.5.13.1.c) to participants, and other program services the program deems appropriate.</p> <p>During the six weeks of SYEP, DOES will pay participants \$7.25/hour. During this time Contractors shall, for each participant, enter attendance information into the payroll system utilized by SYEP.</p>
3	<p>C.5.1.6</p> <p>Youth Disciplinary Actions</p> <p>The Department of Employment Services in conjunction with the service provider will host an Interdisciplinary Team (IDT) meeting with the participant, family and/or advocate to address any problems or concerns pertaining to attendance, discipline, etc. Following the meeting DOES staff and the provider will determine the best course of action to address the issue at hand.</p> <p>Participant Removal From Program</p> <p>The Contractor shall have a clear written policy detailing program rules; expectations of youth conduct and participation; and disciplinary procedures. The Contractor shall submit a copy of</p>	<p>Youth Disciplinary Actions</p> <p>The Department of Employment Services in conjunction with the service provider will host an Interdisciplinary Team (IDT) meeting with the participant, family and/or advocate to address any problems or concerns pertaining to attendance, discipline, etc. Following the meeting DOES staff and the provider will determine the best course of action to address the issue at hand.</p> <p>Participant Removal From Program</p> <p>The Contractor shall have a clear written policy detailing program rules; expectations of youth conduct and participation; and disciplinary procedures. The Contractor shall submit a copy of the policy to the</p>

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	<p>the policy to the COTR for review and approval within 10 days of the contract's start date. During orientation (Section C.5.3.3), the Contractor shall review the policy approved by the COTR with participants and shall provide participants a written copy of the policy.</p> <p>If a participant is displaying inappropriate behaviors or is not regularly attending or participating in the program, the Contractor may request that the Department of Employment Services convene an Interdisciplinary Team (IDT) meeting as described in "Youth Disciplinary Actions" above.</p> <p>If subsequent to an IDT meeting, the Contractor believes the participant should be removed from the program, the Contractor shall provide the COTR a written request documenting how the young person deviated from the policy and how the Contractor followed the disciplinary procedure. Within five (5) business days of receipt, the COTR shall review the request and provide a written response to the Contractor.</p>	<p>COTR for review and approval within 10 days of the contract's start date. During orientation (Section C.5.3.3), the Contractor shall review the policy approved by the COTR with participants and shall provide participants a written copy of the policy.</p> <p>If a participant is displaying inappropriate behaviors or is not regularly attending or participating in the program, the Contractor may request that the Department of Employment Services convene an Interdisciplinary Team (IDT) meeting as described in "Youth Disciplinary Actions" above.</p> <p>If subsequent to an IDT meeting, the Contractor believes the participant should be removed from the program, the Contractor shall provide the COTR a written request documenting how the young person deviated from the policy and how the Contractor followed the disciplinary procedure. Within five (5) business days of receipt, the COTR shall review the request and provide a written response to the Contractor.</p>	
4	<p>Insert:</p> <p>Deliverable: Program Policy, Rules, and Disciplinary Procedures</p>	<p>Deliverable: Program Policy, Rules, and Disciplinary Procedures</p>	

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		<p>Quantity: 1</p> <p>Format and Method of Delivery: Electronic File</p> <p>Due Date: Within 10 days of contract start date</p> <p>To Whom: Contract Administrator (COTR)</p>	<p>Quantity: 1</p> <p>Format and Method of Delivery: Electronic File</p> <p>Due Date: Within 10 days of contract start date</p> <p>To Whom: Contract Administrator</p>
5	Throughout Solicitation	<p>Delete: COTR</p> <p>Insert: Contract Administrator</p>	<p>To Whom: Contract Administrator</p>
6	G.10	<p>Delete: In it's entirety</p> <p>Insert: Section G.10: Payment Amendment 3, Attachment C</p>	<p>Amendment 3, Attachment C</p>

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Department of Employment Services**

**Amendment 0003 Attachment A
Questions and Responses**

No.	Solicitation Reference	Question	Response
1.	Amend. 3, p.2 Item No.3	What procedures will be put in place to deal with students who do not follow the guidelines of the program?	See Amendment 3, p.3 Item No.3
2.	Amend. 3, p.2 Item No.2	Is the Contractor allowed to add additional students during the summer months with compensation to each company?	Compensation for hosting additional youth during the summer will not be awarded as part of DCCCF-2011-R-1000.
3.	C.5.12	Will students be replaced once they have graduated in June?	In the event that current providers are awarded a new year round contract, The Department of Employment Services will allow providers to replace youth once they have been fully exited from the program.
4.	C.5.3.2.3	May a Contractor transfer youth to a program that is suitable in meeting their academic/behavioral and social needs?	Contractors will have an opportunity to make suggestions on alternative programs that may better meet the needs of participating youth. Suggestions for transfers should be discussed with the participant, DOES Program Manager and the participant's parent/guardian (if applicable). All participant transfers must be approved by the Office of Youth Programs. See C.5.3.2.3
5.	B.4-B.8	What is the difference between Clin. 3 and Clin. 5?	Performance Measure pertains to placement in employment and education, while Retention focuses on the period of time in which a participant placed in unsubsidized employment, postsecondary education, advanced training the military or qualified apprenticeship placement remains engaged.

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			See Amendment 3, Attachment B
6.	B.4-B.8	Only 10% of the contract is allocated towards administration, can it be raised to 25% to cover the leasing of building?	See Amendment 3, Attachment B
7.	B.4-B.8	Is there any flexibility in the number of maximum and minimum youth served?	The offeror shall propose to serve at least 15 and no more than 100 youth. Proposals should encompass a service level within the required level of service. See Section B.
8.	B.4-B.8	In the Price Schedule, explain Proposed Quantity column of the performance based section.	The proposed quantity is calculated by multiplying the quantity maximum by the attainment rate. For example, if you are proposing to serve a maximum of 50 youth and you are proposing that 80 percent will be placed your, Proposed Quantity would be 50 x .80 or 40 youth.
9.	B.4-B.8	Why is training being given 90% of the budget, with the in-school time being allocated \$2,500 for maximum amount of wages and/or stipend?	Participant wages are paid by DOES and should not be included in provider's program budgets.
10.	B.4	The difference between quantity minimum and maximum must not exceed 15%. Does this mean that the contractor should begin with a minimum number and then multiply the minimum by 1.15 to get a maximum? If the resulting number is a decimal should we round down to be under the 15% maximum or can we round up to the next whole number?	The difference between the quantity minimum and maximum must not exceed 15%, but can be less than 15%, so it does not have to be calculated by multiplying the minimum by 1.15 (or the maximum by 0.85).
11.	C.4.1	What is the correct age for the in-school students 14-18 or 14-21?	The correct age for participants in the in-school program is 14-21.
12.	C.5.5.2	What is the ratio for working with at-risk students who exhibit behavioral problems?	See Section C.5.5.2 Staff to Participant Ratio

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13.	C.3	<p>“A participant who returns to the program within the 90-day window but still exhibits sporadic attendance must sign an attendance contract.” What are the stipulations of the attendance contract and what are the consequences if the contract is broken? Will a broken attendance contract be the grounds for dismissal from the program?</p>			<p>DOES will issue attendance contracts to all service providers awarded a contract. The attendance contract will provide guidance around the number of days a participant may be excused from the program before a mandatory Interdisciplinary Team Meeting must be held to address the outlined concerns. In the event that the young adult continues to have compliance issues the youth may be removed from the program. See Amendment 3, p.3 Item No. 3</p>
14.	C.4.1	<p>If a young person lives in public housing or one of the high need communities will they be eligible to participate if they are not WIA eligible or not performing below level academically?</p>			<p>The contractor may request that DOES waive eligibility criteria for a particular youth to be served despite not meeting the specified eligibility criteria. Please note that until the contractor has received written approval of the waiver from DOES, the youth may not be enrolled.</p>
15.	C.5.1.2	<p>What is an example of “technical assistance” that will be provided by DOES?</p>			<p>Technical Assistance will include, but is not limited to Eligibility Determination, Working with and Engaging Disconnected Youth, Performance Measures, Case Management and Time and Attendance.</p>
16.	C.5.1.3	<p>How would the contractor specify the program cycle for an in-school program with youth of different ages and grade levels who are working towards a high school diploma? Can the cycle be longer than one year depending on the grade of the youth upon entry into the program?</p>			<p>The proposed program cycle and number of youth served is at the discretion of the provider. Contractors should be mindful that active youth must meet a performance outcome before they are eligible for program exit. The program cycle for young adults in the 10th-12th grades would be a complete program year until the participant graduate from high school. Please additionally note that providers will be evaluated based</p>

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			on their performance before a decision is made on whether contracts will be renewed.
			See Section C.5.1.3
17.	C.5.2.1	How and where can a contractor show "In-House" leveraged resources in the proposal that are used to sustain the proposed program such as materials, equipment, food, clothing, facilities space, and other supports?	Leveraged Resources can be introduced and discussed within your program design.
18.	C.5.3.2.1, 5e	In determining eligible youth, is there an objective quantifier for measuring where a youth requires "additional assistance," or is this at the discretion of the provider?	The requirement of "Additional Assistance" is at the discretion of the provider. Providers should submit all documentation of eligibility to their respective Program Manager for review and final determination. Please indicate what, if any, additional assistance is needed.
19.	C.5.4.2.2	Can youth participate in wage and stipend activities within the same organization if the activities meet the test for wages?	Yes, See Section C.5.4.2.2.
20.	C.5.4.2.2	As the contract length would go through the summer months, could we halt payments of wages/stipends over the summer (getting funding only thru SYEP) and then resume in September?	No. The contractor shall conduct a year round program which should include proposed summer activities and which may include work experience. DOES will continue to pay youth wages for the 6 weeks of summer.
21.	C.5.4.2.3	A youth can receive up to \$50 per week as a stipend. The contract provides a stipend in an hourly amount of \$5.00 an hour and we were required to provide 15 hours of programming a week. This section also has a cap of 10 hours per week when the students are earning a wage for up to 12 weeks; should we use the same 10 hours per	Stipend payment is based on participation as opposed to an hourly rate. The contractor shall describe in detail how they are proposing to structure stipend payments.

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		week when developing our programming outline for the activities that garner the \$50 per week stipend? This would keep the stipend amount at the current rate of \$5 per hour?	
22.	C.5.13.1a	Are there examples of what testing would qualify as a "recent assessment" for which the Contractor would not have to issue a new assessment of a particular factor?	See Section C.2 Applicable Documents: TEGL 17-05, No.2
23.	C.3	Clarification regarding "In school" vs. "Out of school", does it refer to whether the youth are enrolled in school or not? Or does it refer to whether the services are to be provided on site at schools or out of school in community-based or other organizations?	See C.3 Definitions: In-School Youth and Out-of-School Youth
24.	C.5.3.2.1	Are the "at risk" factors only those outlined or can other factors such as low grades, disciplinary problems and irregular school attendance be considered as at risk indicators?	See Section C.2 Applicable Documents TEGL 17-05 and C.5.3.21
25.	C.5.14	What happens when a youth ages out? Does the slot open up?	Participating youth do not age out of the year round program, eligibility is determined based on their age at the time of enrollment. Participants are exited from the program for the following reasons: (1) placement in education or employment, (2) attainment of a degree or recognized certificate (3) inactive in the program for more than 90 days
26.	C.5.1.3	Can the contractor run more than one program cycle?	Yes. If a Contractor proposes a shorter program cycle, they are eligible to facilitate more than one cycle of young adults as long as it does not exceed the total amount of youth the program seeks to serve.

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27.	C.5.3.1	The contractor shall market, recruit, collect eligibility documents, conduct orientation, and enroll youth, how should the contractor account for these activities?	All expenses for recruitment should be included in your training budget. See B.4- B.8
28.	C.5.3.1	How will contractors be compensated for their time and effort when a contractor recruits a participant, ensures their eligibility, provide orientation, but the youth does not become enrolled?	Initial eligibility is determined by the service provider, with a final review by DOES. Following DOES' review of eligibility documentation, if it is determined that a youth is ineligible for program participation based on eligibility requirements and a requested waiver is not granted youth may not be enrolled. Eligibility training will be provided to service providers to assist in better educating partners of eligibility requirements and acceptable documents.
29.	C.5.4.2.2	What is an example where a youth can receive wage payments?	All expenses for recruitment should be included in your training budget.
30.	C.5.4.2.2	Will the stipend and/or wages be taxed? If so, how much?	An example of a wage payment would be compensating a young adult to serve as a clerical assistant, earning \$7.25/hr.
31.	C.5.4.2.2	Does wage work have to be subsidized or unsubsidized?	Stipend payments will not be taxed. Wage payments will be taxed in accordance with applicable FICA and Medicare withholding taxes and the participant's completion of the IRS W-4 Form.
32.	C.5.4.2.2	Since youth are in school and participating in afterschool	Wage work will be subsidized by DOES. Once a participant obtains unsubsidized employment he/she is eligible for exit. Youth should be paid a wage for any work, other than voluntary and unpaid community service. Youth may be assigned to a worksite for paid work

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		activities, when will youth be able to gain work experience under wage pay?	experience for up to 12 weeks in lieu of other program activities, but programs are not required to incorporate a work experience component.
33.	C.5.4.2.2	What is the maximum number of work hours allowed per week for a stipend for the In-School Program?	There is no required number of hours that in-school youth must participate, but they can receive no more than \$50 per week as a stipend.
34.	C.5	Will the rate and number of hours for youth in the summer be different than during the school year? Are contractors expected to provide services to youth during the summer or will summer services for In-School youth be contracted separately?	See Amendment 3, p.2 Item No. 2
35.	C.5.12.3	Transitional support shall be given once students are placed. However, is transitional support still expected when/if the student goes away to school (e.g. college) in another state? How can this be achieved?	Yes. Contractors are expected to provide transitional support to young adults when/if a young adult goes away to school for college in another state. Follow-up services may include, but are not limited to the following: resume updates, job referrals, career planning assistance, re-employment planning, agency referrals, group or on-on-one meetings, tutoring, job shadowing, newsletters, workshops and/or seminars, supportive services, career exploration, mentoring. Aforementioned services may be achieved via one-on-one meetings during prescribed vacations, telephone calls, emails, etc. See C.5.12.3
36.	C.5.12.3	If the Contractor provides transitional support to students and they are participating and staying active, will the students receive payment for participating in transitional activities?	Once a participant has achieved a performance measure or has been inactive for 90 days or more, they are ineligible to receive a stipend.
37.	C.5.13.2	What are examples of logistical resources which shall be	Logistical supports may include convenience of location,

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		included in the program design?	transportation support (token, farecards, etc.). Contractors shall propose what logistical resources may be offered to enhance youth engagement.
38.	C.5.4.2.2	Confirm that \$2,500 is the maximum amount the award will pay out, in any combination of stipends/wages, for one individual youth in a program year.	In-School youth can receive a stipend or a wage up to 42 weeks. In-School youth can receive \$7.25 in wages for work experience not to exceed 12 weeks at 10 hours per week. In-School youth can receive a stipend of up to \$50.00 per week not to exceed 30 weeks if they work 12 weeks or 42 if they do not. Therefore, the maximum amount that an in-school youth who has a 12 week work experience at the maximum amount of hours (10 per week), and a 30 week stipend at the maximum amount (\$50 per week) would receive a total of \$2370.
39.	C.2	If a contractor provides training that leads to a professional certification such as MSC (Microsoft certified systems engineer) and similar certifications in medical billing or hospitality services, do these certifications meet the requirements of attainment of a degree or certificate under C.5.14.1.b?	Yes. All certifications must be industry recognized. See Section C.2 Applicable Documents: Training and Employment Guidance Letter (TEGL) 17-05 for additional information and guidance on acceptable credentials.
40.	G.10.2.3	CLIN 003 – “Youth Outcome Measure: Placement in Employment or Further Education”, “Five percent (5%) of the total contract amount will be paid per participant for those who achieve placement in employment or further education as outlined in Section C.5.14.1.a. “ Is the 5% of the contract amount payout per youth up to the maximum of %15 of the contract amount? For example if the contract is \$100,000 does this mean that we will receive \$5,000 for each participant that meets this	No. Five percent of the total contract can be used to pay those participants who achieve placement in employment or further education. The five percent of the total amount must be split amongst all participants. Thus, for a \$100,000 contract, \$5,000 is the total that can be accrued for participants who have achieved placement in employment or further education. Under this scenario, the amount paid per placement would be \$5,000 divided by the maximum

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		<i>outcome up to \$15,000 (which would equal 15%)?</i>	number of youth projected. See Amendment 3, Attachment C
41.	J.7	Does the tax certification have to be notarized? What is square & lot info on the tax certification?	a) No. b) N/A
42.	J.7	Are there any other forms in this RFP that must be notarized?	No.
43.	J. 13	How should a contractor's funder report performance that is related to the In-School Program, performance in terms of other accomplishments, or interim performance (i.e. increased testing scores, grade level matriculation, job skills training, life skills training, etc.)?	If a contractor has other funders for the first year, use the general performance report form which leaves it open for funders to define the performance measures. See Attachment J.13
44.	L.2.2.3	What is an example of evidence that the budget includes sufficient and appropriate resources to meet goals and objectives?	Consider in your budget sufficient and appropriate resources for supplies, equipment, and staff as well as program expenses directly tied to the youth participants.
45.	L. 2	Can other attachments that are not required such as program flow charts, MOUs, organizational chart, resumes, etc., be included with the required attachments and not counted with the 25 page limit?	Yes.
46.	L.2.1.4	DOES In-School Year Round contractors starting in late 2008 should ask Ms. Basil to fill out a performance form for 2009. However, DOES In-School Year Round contractor have been operating for 2 years. Why isn't the 2009-2010 year included in the performance measurement for this form?	Program Year 2008 (08-09) and Program Year 2009 (09-10) are included on the Performance Report.
47.	General	Will the students that are currently being served in the In-School program who did not qualify for WIA during the recertification event be allowed to remain in	The contractor may request that DOES waive eligibility criteria for a particular youth to be served despite not meeting the specified eligibility criteria. Please note that

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		programs under the new contract?	until the contractor has received written approval of the waiver from DOES, the youth may not be enrolled.
48.	General	Is there a Word Version of the RFP? How do we get it?	A word version of the RFP is not available to the public.

**Amendment 0003
ATTACHMENT B
PRICE SCHEDULE**

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B.4 BASE YEAR

85% of Total Requested Amount						
Contract Line Item No. (CLIN)	Item Description	Price Per Unit	Quantity Minimum <i>Minimum number of youth to be served in one year. Must be at least 15. The difference between quantity minimum and maximum must not exceed 15%.</i>	Minimum Total Price (Unit price x minimum quantity)	Quantity Maximum <i>Maximum number of youth to be served in one year. Must not exceed 100. The difference between quantity minimum and maximum must not exceed 15%.</i>	Maximum Total Price (Unit price x Maximum quantity)
0001	TRAINING Costs associated with the execution of the program for the participants, which includes staff, supplies, materials, and activities associated with fulfilling the goals of the program.	\$___ per youth	___	\$_____	___	\$_____
0002	ADMINISTRATION Costs associated with the operational activities of staff, associated insurance and utility costs of space. Must not exceed 10% of total budget.	\$___ per youth	___	\$_____	___	\$_____
0003	TRANSITION SUPPORT Costs associated with the execution of the 12 months of transition support activities provided to participants after placement (see Section C.5.12.3).	\$___ per youth, per month	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Minimum and Maximum Quantity for Transition Support will be</i>	\$_____	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Min and Max</i>	\$_____

			<i>identical.</i>		<i>Quantity will be identical.</i>	
Total				\$ _____		\$ _____

15% of Total Requested Amount (Performance Based)							
Contract Line Item No. (CLIN)	Item Description	Unit	%	Attainment Rate <i>As proposed per Section L.2.1.2.9.1</i>	Proposed Quantity <i>Placement (CLIN 004) and Attainment (CLIN 005): multiply Quantity Maximum by Attainment Rate for each measure, as proposed per Section L.2.1.2.9.1. For Retention (CLIN 006), multiply the Proposed Quantity under Placement (CLIN 004) by Attainment Rate for retention measure as proposed per Section L.2.1.2.9.1.</i>	Price Per Unit	Total Price
0004	Youth Outcome Measure : Placement in Employment or Further Education	Each	5	_____	_____	\$ _____	\$ _____
0005	Youth Outcome Measure : Attainment of a Degree/Certificate	Each	5	_____	_____	\$ _____	\$ _____
0006	Youth Outcome Measure : Retention	Each	5	_____	_____	\$ _____	\$ _____
Total							\$ _____

Contract Line Item No. (CLIN)	Item Description	Minimum Total Price	Maximum Total Price
0001-0006	Training, Administration, and Youth Outcome for the In School Year Round Youth Program		
Grand Total for B.4		\$ _____	\$ _____

B.5 OPTION YEAR ONE

85% of Total Requested Amount						
Contract Line Item No. (CLIN)	Item Description	Price Per Unit	Quantity Minimum <i>Minimum number of youth to be served in one year. Must be at least 15. The difference between quantity minimum and maximum must not exceed 15%.</i>	Minimum Total Price (Unit price x minimum quantity)	Quantity Maximum <i>Maximum number of youth to be served in one year. Must not exceed 100. The difference between quantity minimum and maximum must not exceed 15%.</i>	Maximum Total Price (Unit price x Maximum quantity)
1001	TRAINING Costs associated with the execution of the program for the participants, which includes staff, supplies, materials, and activities associated with fulfilling the goals of the program.	\$___ per youth	___	\$_____	___	\$_____
1002	ADMINISTRATION Costs associated with the operational activities of staff, associated insurance and utility costs of space. Must not exceed 10% of total budget.	\$___ per youth	___	\$_____	___	\$_____
1003	TRANSITION SUPPORT Costs associated with the execution of the 12 months of transition support activities provided to participants after placement (see Section C.5.12.3).	\$___ per youth, per month	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Minimum and Maximum Quantity for Transition Support will be identical.</i>	\$_____	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Min and Max Quantity will be identical.</i>	\$_____
Total				\$_____		\$_____

15% of Total Requested Amount (Performance Based)							
Contract Line Item No. (CLIN)	Item Description	Unit	%	Attainment Rate <i>As proposed per Section L.2.1.2.9.1</i>	Proposed Quantity <i>Placement (CLIN 004) and Attainment (CLIN 005): multiply Quantity Maximum by Attainment Rate for each measure, as proposed per Section L.2.1.2.9.1. For Retention (CLIN 006), multiply the Proposed Quantity under Placement (CLIN 004) by Attainment Rate for retention measure as proposed per Section L.2.1.2.9.1.</i>	Price Per Unit	Total Price
1004	Youth Outcome Measure : Placement in Employment or Further Education	Each	5	_____	_____	\$ _____	\$ _____
1005	Youth Outcome Measure : Attainment of a Degree/Certificate	Each	5	_____	_____	\$ _____	\$ _____
1006	Youth Outcome Measure : Retention	Each	5	_____	_____	\$ _____	\$ _____
Total							\$ _____

Contract Line Item No. (CLIN)	Item Description	Minimum Total Price	Maximum Total Price
1001-1006	Training, Administration, and Youth Outcome for the In School Year Round Youth Program		
Grand Total for B.5		\$ _____	\$ _____

B.6 OPTION YEAR TWO

85% of Total Requested Amount						
Contract Line Item No. (CLIN)	Item Description	Price Per Unit	Quantity Minimum <i>Minimum number of youth to be served in one year. Must be at least 15. The difference between quantity minimum and maximum must not exceed 15%.</i>	Minimum Total Price (Unit price x minimum quantity)	Quantity Maximum <i>Maximum number of youth to be served in one year. Must not exceed 100. The difference between quantity minimum and maximum must not exceed 15%.</i>	Maximum Total Price (Unit price x Maximum quantity)
2001	TRAINING Costs associated with the execution of the program for the participants, which includes staff, supplies, materials, and activities associated with fulfilling the goals of the program.	\$___ per youth	___	\$_____	___	\$_____
2002	ADMINISTRATION Costs associated with the operational activities of staff, associated insurance and utility costs of space. Must not exceed 10% of total budget.	\$___ per youth	___	\$_____	___	\$_____
2003	TRANSITION SUPPORT Costs associated with the execution of the 12 months of transition support activities provided to participants after placement (see Section C.5.12.3).	\$___ per youth, per month	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Minimum and Maximum Quantity for Transition Support will be identical.</i>	\$_____	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Min and Max Quantity will be identical.</i>	\$_____
Total				\$_____		\$_____

15% of Total Requested Amount (Performance Based)							
Contract Line Item No. (CLIN)	Item Description	Unit	%	Attainment Rate <i>As proposed per Section L.2.1.2.9.1</i>	Proposed Quantity <i>Placement (CLIN 004) and Attainment (CLIN 005): multiply Quantity Maximum by Attainment Rate for each measure, as proposed per Section L.2.1.2.9.1. For Retention (CLIN 006), multiply the Proposed Quantity under Placement (CLIN 004) by Attainment Rate for retention measure as proposed per Section L.2.1.2.9.1.</i>	Price Per Unit	Total Price
2004	Youth Outcome Measure : Placement in Employment or Further Education	Each	5	_____	_____	\$ _____	\$ _____
2005	Youth Outcome Measure : Attainment of a Degree/Certificate	Each	5	_____	_____	\$ _____	\$ _____
2006	Youth Outcome Measure : Retention	Each	5	_____	_____	\$ _____	\$ _____
Total							\$ _____

Contract Line Item No. (CLIN)	Item Description	Minimum Total Price	Maximum Total Price
2001-2006	Training, Administration, and Youth Outcome for the In School Year Round Youth Program		
Grand Total for B.6		\$ _____	\$ _____

B.7 OPTION YEAR THREE

85% of Total Requested Amount						
Contract Line Item No. (CLIN)	Item Description	Price Per Unit	Quantity Minimum <i>Minimum number of youth to be served in one year. Must be at least 15. The difference between quantity minimum and maximum must not exceed 15%.</i>	Minimum Total Price (Unit price x minimum quantity)	Quantity Maximum <i>Maximum number of youth to be served in one year. Must not exceed 100. The difference between quantity minimum and maximum must not exceed 15%.</i>	Maximum Total Price (Unit price x Maximum quantity)
3001	TRAINING Costs associated with the execution of the program for the participants, which includes staff, supplies, materials, and activities associated with fulfilling the goals of the program.	\$__ per youth	___	\$_____	___	\$_____
3002	ADMINISTRATION Costs associated with the operational activities of staff, associated insurance and utility costs of space. Must not exceed 10% of total budget.	\$__ per youth	___	\$_____	___	\$_____
3003	TRANSITION SUPPORT Costs associated with the execution of the 12 months of transition support activities provided to participants after placement (see Section C.5.12.3).	\$__ per youth, per month	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Minimum and Maximum Quantity for Transition Support will be identical.</i>	\$_____	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Min and Max Quantity will be identical.</i>	\$_____
Total				\$_____		\$_____

15% of Total Requested Amount (Performance Based)							
Contract Line Item No. (CLIN)	Item Description	Unit	%	Attainment Rate <i>As proposed per Section L.2.1.2.9.1</i>	Proposed Quantity <i>Placement (CLIN 004) and Attainment (CLIN 005): multiply Quantity Maximum by Attainment Rate for each measure, as proposed per Section L.2.1.2.9.1. For Retention (CLIN 006), multiply the Proposed Quantity under Placement (CLIN 004) by Attainment Rate for retention measure as proposed per Section L.2.1.2.9.1.</i>	Price Per Unit	Total Price
3004	Youth Outcome Measure : Placement in Employment or Further Education	Each	5	_____	_____	\$ _____	\$ _____
3005	Youth Outcome Measure : Attainment of a Degree/Certificate	Each	5	_____	_____	\$ _____	\$ _____
3006	Youth Outcome Measure : Retention	Each	5	_____	_____	\$ _____	\$ _____
Total							\$ _____

Contract Line Item No. (CLIN)	Item Description	Minimum Total Price	Maximum Total Price
3001-3006	Training, Administration, and Youth Outcome for the In School Year Round Youth Program		
Grand Total for B.7		\$ _____	\$ _____

B.8 OPTION YEAR FOUR

85% of Total Requested Amount						
Contract Line Item No. (CLIN)	Item Description	Price Per Unit	Quantity Minimum <i>Minimum number of youth to be served in one year. Must be at least 15. The difference between quantity minimum and maximum must not exceed 15%.</i>	Minimum Total Price (Unit price x minimum quantity)	Quantity Maximum <i>Maximum number of youth to be served in one year. Must not exceed 100. The difference between quantity minimum and maximum must not exceed 15%.</i>	Maximum Total Price (Unit price x Maximum quantity)
4001	TRAINING Costs associated with the execution of the program for the participants, which includes staff, supplies, materials, and activities associated with fulfilling the goals of the program.	\$__ per youth	___	\$_____	___	\$_____
4002	ADMINISTRATION Costs associated with the operational activities of staff, associated insurance and utility costs of space. Must not exceed 10% of total budget.	\$__ per youth	___	\$_____	___	\$_____
4003	TRANSITION SUPPORT Costs associated with the execution of the 12 months of transition support activities provided to participants after placement (see Section C.5.12.3).	\$__ per youth, per month	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Minimum and Maximum Quantity for Transition Support will be identical.</i>	\$_____	<i>Quantity for Transition Support: multiply the Proposed Quantity under CLIN 004, Placement, below, by 12 months. Min and Max Quantity will be identical.</i>	\$_____
Total				\$_____		\$_____

15% of Total Requested Amount (Performance Based)							
Contract Line Item No. (CLIN)	Item Description	Unit	%	Attainment Rate <i>As proposed per Section L.2.1.2.9.1</i>	Proposed Quantity <i>Placement (CLIN 004) and Attainment (CLIN 005): multiply Quantity Maximum by Attainment Rate for each measure, as proposed per Section L.2.1.2.9.1. For Retention (CLIN 006), multiply the Proposed Quantity under Placement (CLIN 004) by Attainment Rate for retention measure as proposed per Section L.2.1.2.9.1.</i>	Price Per Unit	Total Price
4004	Youth Outcome Measure : Placement in Employment or Further Education	Each	5	_____	_____	\$ _____	\$ _____
4005	Youth Outcome Measure : Attainment of a Degree/Certificate	Each	5	_____	_____	\$ _____	\$ _____
4006	Youth Outcome Measure : Retention	Each	5	_____	_____	\$ _____	\$ _____
Total							\$ _____

Contract Line Item No. (CLIN)	Item Description	Minimum Total Price	Maximum Total Price
4001-4006	Training, Administration, and Youth Outcome for the In School Year Round Youth Program		
Grand Total for B.8		\$ _____	\$ _____

**Amendment 0003
ATTACHMENT C
PAYMENT**

**DCCF-2011-R-1000
In-School Year Round Youth Program
Department of Employment Services**

G.10 PAYMENT

G.10.1 The District will pay the amount due the Contractor as set forth in Section B of the contract and in accordance with the terms of the contract upon presentation of a properly executed invoice authorized by the COTR.

G.10.2 The District will enter into a hybrid cost reimbursement/performance-based contract with organizations that are awarded contracts.

The contract will specify that the contractor will receive 85% of the awarded contract amount on a cost reimbursement basis. Payment will be made in accordance with the contractor's itemized line item budget. The annual amount paid shall not exceed 85% of the awarded contract amount. Cost reimbursement will apply to the following CLINs:

Cost Reimbursement

G.10.2.1 CLIN 001 – Training

G.10.2.2 CLIN 002 – Administration

G.10.2.3 CLIN 003 – Transition Support

Transition Support will be paid per participant for each month that transition support services are provided as outlined in Section C.5.12.3. Payment will be authorized upon receipt of documentation of the following, for each participant, with a proper invoice:

- a) Copies of notes from official case files that illustrate provision of transition support during the month covered in the invoice.

The contract will specify that 15% of the awarded contracted amount will be reserved for performance-based payments. Performance-based payments will apply to the following CLINs:

Performance-Based

G.10.2.4 CLIN 004 – Youth Outcome Measure: Placement in Employment or Further Education

Five percent (5%) of the total contract amount will be paid per participant for those who achieve Placement in Employment or Further Education as outlined in Section C.5.14.1.a. Payment will be

authorized upon receipt of documentation of one of the following, for each participant, with a proper invoice:

- a) Official Hire Letter from Employer
- b) Official Enrollment Letter from accredited post-secondary or advanced/occupational training institution
- c) Official Class Schedule from accredited post-secondary or advanced/occupational training institution

G.10.2.5 CLIN 005-Attainment of a Degree/Certificate

Five percent (5%) of the total contract amount will be paid per participant for those who attain a Degree or Certificate as outlined in Section C.5.14.1.b. Payment will be authorized upon receipt of documentation of one of the following, for each participant, with a proper invoice:

- a) High School Diploma
- b) GED Certificate
- c) Certificate which meets the requirements identified in Section C.5.14.1.b.

G.10.2.6 CLIN 006- Retention

Five percent (5%) of the total contract amount will be paid per participant for those who achieve Retention in Employment or Further Education as outlined in Section C.5.14.1.c. Payment will be authorized upon receipt of documentation of one of the following, for each participant, with a proper invoice:

- a) Paystub for most recent pay period
- b) Official Letter of Employment, including dates employed and position, from Employer
- c) Official Class Schedule from accredited post-secondary or advanced/occupational training institution
- d) Official Report Card from accredited post-secondary or advanced/occupational training institution
- e) Official Letter from accredited post-secondary or advanced/occupational training institution, including dates of enrollment