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1. CONTRACT ID CODE | 3.EFFECTIVE DATE 4/28/2000

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2. AMENDMENT/MODIFICATION NO. 2

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4. REQUISITION/PURCHASE REQ. NO.

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5. PROJECT NO. (If applicable)

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6. ISSUED BY N CODE  
U.S. Department of Labor, ETA/OGCM  
Division of Contract Services  
200 Constitution Avenue, NW  
Room S-4203  
Washington DC 20210

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7. ADMINISTERED BY (If other than Item 6) CODE

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8. NAME AND ADDRESS OF CONTRACTOR (No. Street, County, State and ZIP Code)

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[X]9A. AMENDMENT OF SOLICITATION NO RFP-DCS-00-13  
9B. DATED (See Item 11) 03-21-2000

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[ ]10A. MODIFICATION OF CONTRACT/ORDER NO.

10B. DATED (See Item 13)

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11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[X] The above numbered solicitation is amended as set forth in Item 14.  
The hour and date specified for receipt of Offers [X] is extended, [ ]  
is not extended.< \*\* HOUR & DATE for Receipt of Offers is EXTENDED to:  
2:00PM,

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) By completing Items 8 and 15, and returning           copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT 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 telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

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12. ACCOUNTING AND APPROPRIATION DATA (If required)

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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)

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 data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

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E. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

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14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible).

THE DUE DATE FOR THIS SOLICITATION IS EXTENDED UNTIL 2:00 PM  
, MAY 17, 2000.

Sheet

Except as provided herein, all terms & conditions of the document referenced in Item 9A or 10A, as heretofore changed, remain unchanged & in full force & effect

<hr/> 15A. NAME AND TITLE OF SIGNER (Type or print)	<hr/> 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
<hr/> 15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)	<hr/> 16B. UNITED STATES OF AMERICA _____ (Signature of Contracting Officer)
<hr/> 15C. DATE SIGNED	<hr/> 16C. DATE SIGNED



## QUESTIONS AND ANSWERS TO REQUEST FOR CLARIFICATION RFP-DCS-00-13

1. It is our understanding that a joint venture between two small businesses will be allowed, with the joint venture acting as the prime contractor, on the condition that the combined size of the joint venture partners does not exceed the \$5 million limitation. Is this correct? If not, what type of joint venture arrangements or other cooperative work will be permitted under the prime contractor share?

Answer: As provided in 13 CFR 121.103(f)(3), a joint venture or teaming arrangement of two or more business concerns may submit an offer as a small business so long as each business concern is small under the size standard corresponding to this procurement. The size standard for this procurement is \$5 million. Questions in reference to Joint Ventures, other than 8(a) can be addressed to Linda Waters, SBA's Office of Size Determinations Program Manager, at (202) 205-7315. Ms. Water's e-mail address is linda.waters@sba.gov.

2. Small Businesses with existing capabilities and strong performance histories are likely to have other, existing work that will be going on simultaneously with this contract. Accordingly, they will almost certainly need to add personnel or other capacity in order to carry out the proposed work. Will the small business prime contractor be allowed to credit consultants and/or independent contractors toward their prime contractor share of the work? If not, how does the department expect that small businesses will have the capacity to take on this level of business in addition to their existing workload?

Answer: No. Offerors will have to make a business judgment to determine if they have the capacity to perform the work under this solicitation.

3. For the 51% of project revenue stipulation for small business - can this 51% + revenue be split between two small businesses, or does the 51% + need to be covered/earned by the prime contractor only (small business)?

Answer: See answer to question 1 concerning a Joint Venture. If the offeror is a small business under the SIC code contained in the solicitation, then it must meet the requirements of FAR 52.219-14.

4. Is the administrative markup (e.g. G&A or other markup) on subcontractors counted into the 51% revenue share required to the prime contractor?

Answer: No. In the case of a contract for services (except construction), the concern will perform at least 50 percent of the cost of the contract incurred for personnel with its own employees. The cost of contract performance incurred for personnel includes direct labor costs and any overhead which has only direct labor as its base, plus the concern's General and Administrative rate multiplied by the labor cost.

5. Is the 51% revenue requirement to the small business prime contractor computed based on payroll

wages and directly attributed markup, or on some other basis? If other, please explain. (Do direct labor dollars and fringe of a prime contractor need to exceed direct labor dollars of subcontractors)

Answer: Please see the answer to question no. 4.

6. Is the 51% revenue that needs to come to the prime contractor only for staff wages, fringes, overhead and G and A related to them; or is the ratio calculated over all program expenditures?

Answer: Please see answer to question no. 4.

7. Is the administrative markup on subcontractors considered revenue for the prime contractor and contribute to the 51%?

Answer: No.

8. Do direct labor dollars and fringe of prime contractors need to exceed direct labor dollars of subcontractors.

Answer: Yes.

9. How many entities applied for the RFP?

**Answer:** At least seventy-five entities requested copies of the RFP.

10. Can we receive a list of the applicants with contact names and numbers?

**Answer:** Please see amendment no. 1.

11. Is Westat, the company doing related work under contract #F-7732-9-00-80-30, an applicant for this RFP?

**Answer:** They have requested a copy of the RFP.

12. Can you provide a link/URL, or any other source of information that will give us some specifics regarding the work Westat is doing under the above contract number?

**Answer:** Offerors may examine data collection documents and a summary of the work performed by Westat to date under contract #F-7732-9-00-80-30 by contacting Harry Ladson at (202) 219-8698 x147 or [Hladson@DOLETA.GOV](mailto:Hladson@DOLETA.GOV).

13. Are there any reports produced by Westat that are available? If yes, can we be sent a copy or provided information on where we can find copies of the report(s)?

**Answer:** No reports have been produced under contract #F-7732-9-00-80-30 to date.

14. Is the agency satisfied with the work Westat has produced thus far?

**Answer:** Yes.

15. Are there any reports regarding the 36 grants that were provided that we can have?

**Answer:** Information regarding the grantees can be found on the Youth Opportunity website: [www.yomovement.org](http://www.yomovement.org).

16. Can we be provided a list of the grantees with contact names and numbers?

**Answer:** Information regarding the grantees can be found on the Youth Opportunity website: [www.yomovement.org](http://www.yomovement.org).

17. How many awards does the agency anticipate making for RFP-DCS-00-13?

**Answer:** One.

18. Where can we find information on the following things that were mentioned: Current Population Survey, Federal Parent Locator System, American Community Survey, Decennial Census?

**Answer:** The Current Population Survey is conducted by the Census Bureau for the Bureau of Labor Statistics. The Federal Parent Locator System is overseen by the Department of Health and Human Services. The American Community Survey and the Decennial Census are conducted by the Census Bureau. Information about the American Community Survey can also be found on the web at [www.census.gov/acs/www](http://www.census.gov/acs/www).

19. To what extent must our survey instrument reflect the Current Population Survey (CPS)? What does “similar in content and methods” mean?

**Answer:** The survey instrument should include questions which are sufficient for measuring labor force status -- specifically, employment and unemployment -- as defined for the CPS. As stated in the RFP, by similar methods we mean a survey design in which the initial step is a listing of dwelling units.

20. With regards to the survey population, are we supposed to survey only families which have youth participating in the programs? Who is to be surveyed for Task 1 (head of household, oldest family members, youth 14-21, etc.)? Who is the unit of analysis?

**Answer:** The unit of analysis for the survey will be youths ages 14 through 21 residing in the youth opportunity areas.



21. In realistic terms, what are the expectations regarding evaluation of program impact on the community when only a small portion of the community is eligible for the program? Is the emphasis of this evaluation to be on participating youth or the communities?

**Answer:** All youth residing in the Youth Opportunity areas are eligible to receive services. The emphasis of the evaluation is on the communities and the youth residing in them.

22. Analysis of other indicators – must comparisons be done exclusively on the basis of existing data sources? What if “existing” data sources are not available for some areas in which the programs operate?

**Answer:** Offerors may propose to collect new data on social indicators if they believe such data collection can be accomplished within the level of effort and time frames specified in the RFP. DOL recognizes that data may be unavailable or inconsistent across areas. The requirement is to get the most the offeror can out of the existing data.

23. The time frame for the completion of first quarter survey is very tight considering the survey instrument has to obtain OMB approval. How will the DOL assist in this or will there be an extension of this time frame?

**Answer:** We recognize that the time frame for completion of the baseline surveys is tight. However, the surveys are intended to measure the areas’ situations before the grants have had an affect. Since by the end of the first quarter of calendar year 2001 the grantees will have had the funds for approximately one year, later surveys would not be credible. DOL will expedite the OMB clearance process where possible.

24. Is the expectation that data will be aggregated or is analysis to be done separately? How do we address differences in the quality of existing data sets and compatibility?

**Answer:** DOL is expecting both cross-site and within site analyses. We acknowledge that cross-site analyses will be more limited than within site analyses. (Also see question 14.)

25. Will points be earned for the methodology used to select participating minority colleges and universities?

**Answer:** Points will be awarded based on the offerors response to the evaluation criteria.

26. What is the range in the number of control sites that is acceptable?

**Answer:** The number of comparison sites that is acceptable will vary by the task. Specifically, the number of sites for task 2 will be limited by the level of effort while this is not a major issue for task 3. We expect the number of control sites for task 2 to be sufficient to provide reliable estimates of the program’s impacts across all sites.

27. In addition to the data that are being collected by the DOL on Youth Opportunity Programs, will the contractor be expected to develop a set of additional survey questions that the grantees will routinely gather?

**Answer:** The contractor will not be developing instruments or questions for the grantees to administer.

28. Will all the sites have sufficient computer capability to input and organize program data in a format compatible with an MIS system?

**Answer:** The Youth Opportunity MIS system is still being designed. It is expected that it will allow the contractor to retrieve the data for all grantees electronically.

29. Assuming that the unit of analysis is the household, how should multiple families living together be counted?

**Answer:** The unit of analysis for the surveys (task 1) will be the youth residing in the community. For most other tasks, the unit of analysis will be the community.

30. Can the issuing agency provide the available information, under the Freedom of Information Act, regarding the winning Westat proposal (ref. Contract number F-7732-9-00-80-30) and any available reports and data?

**Answer:** Offerors may examine data collection documents and a summary of the work performed by Westat to date under contract #F-7732-9-00-80-30 by contacting Harry Ladson at (202) 219-8698 x147 or HLadson@DOLETA.GOV. No reports have been submitted under this contract to date.

31. Will the government consider issuing an extension of the proposal due date by one month?

**Answer:** No. However, the receipt for proposal date is extended from 2:00 PM local time, May 12, 2000 to 2:00 PM local time May 17, 2000. The Government intends to award a contract under this RFP by June 30, 2000.

32. Is the contractor to propose the key personnel positions? If so, how many?

**Answer:** The offeror may propose the key personnel positions. The number will depend on how the offeror proposes to organize the project.

33. Is there a salary limitation cap for consultants? Does the DOL have a published pay scale that they will score against?

**Answer:** The maximum amount of daily pay for experts and consultants is \$469.

34. Will this contract allow advance payments?

**Answer:** No.

35. Will this contract allow the fast payment procedures 52.213-1?

**Answer:** No.

36. Please confirm the new FAR clause. We assume the clause will be 52.219-14: "Limitations on Subcontracting –Services (except construction). At least 50% of the cost of contract performance incurred for personnel shall be expended for employees of the firm," as your office has included this clause on several other current RFPs designated total small business set-asides.

**Answer:** FAR 52.219-14: "Limitations on Subcontracting was incorporated into the RFP in amendment no. 1.

37. If the prime contractor hires non-employee consultants and independent contractors directly, do these efforts count as the 51% prime contractor effort or the 49% non-prime contractor effort?

**Answer:** See answer to question no. 4.

38. If the prime contractor burdens subcontracted efforts, does the overhead burden count toward the 51% prime contractor effort or the 49% non-prime contractor effort? For example,

Labor of Prime Contractor (including fringe benefits and overhead)	\$10,000,000
Subcontracted Labor	10,000,000
Prime Contractor Overhead on Subcontracts	1,000.000

Does the contractor meet the 51% requirement?

**Answer:** See answer to question no. 4.

39. What is the relationship of the existing Westat work to the proposed evaluation? Are contractors expected to research designs, sampling frameworks, data collection protocols, questionnaires, or any other work generated under this existing Westat contract in the work under this new proposal?

**Answer:** The Westat contract is using a similar methodology to evaluate the Kulick sites which were pilots for the Youth Opportunity Grants. Some of the Youth Opportunity sites are in the same cities and may build upon or include Kulick sites. However, offerors are not expected to research the work under the Westat contract.

40. Will the Department provide copies of all reports, surveys, and other data collection protocols or other relevant documents developed and/or used by Westat on contract number F-7732-9-00-80-

30, and any other prior DOL-funded studies associated with the Kulick and Youth Opportunity Area Demonstrations?

**Answer:** Offerors may examine data collection documents and a summary of the work performed by Westat to date under contract #F-7732-9-00-80-30 by contacting Harry Ladson at (202) 219-8698 x 147 or hladson@doleta.gov.

41. Without timely access to documents, it seems difficult to have a fair and open competition on this new proposal. If these documents are not to be made available, what is the Department's view on how the proposal process will provide equal competitive opportunities to bidders?

**Answer:** Offerors may examine data collection documents and a summary of the work performed by Westat to date under contract #F-7732-9-00-80-30 by contacting Harry Ladson at (202) 219-8698 x 147 or hladson@doleta.gov.

42. Under this earlier contract, what work has been undertaken by the contractor and what has been provided to the Department under this earlier contract? If there is work that has been undertaken but not completed, will a report on the status of that work, or any partial work completed to date, be made available to other interested bidders?

**Answer:** Offerors may examine data collection documents and a summary of the work performed by Westat to date under contract #F-7732-9-00-80-30 by contacting Harry Ladson at (202) 219-8698 x 147 or hladson@doleta.gov.

43. It is our understanding that a joint venture between two small businesses will be allowed, with the joint venture acting as the prime contractor, on the condition that the combined size of the joint venture does not exceed the \$5 million limitation. Is this correct? If not, what type of joint venturing arrangements or other cooperative work will be permitted under the prime contractor share?

**Answer:** See answer to question no. 1.

44. In the earlier work that is being performed by Westat (referenced above), the RFP stated that the Department felt an appropriate small business share of that work was 23 percent. Given that the current RFP is for significantly more work, in more sites, with more complex data gathering, management, and analytic tasks, what factors have led the Department to the conclusion that the appropriate small business share is now 51 percent or higher?

**Answer:** The referenced Westat contract was awarded under full and open competition. DOL stipulated that 23 percent of the work must go to small businesses. DOL has determined that this acquisition be exclusively reserved for the participation of SMALL BUSINESS CONCERNS pursuant to the Small Business Act, 15 U.S.C. 644. A set-aside restricts the competition to small businesses concerns that qualify under the applicable standards. FAR 52.219-14: "Limitations on Subcontracting – Services (except

construction) is incorporated into this solicitation. At least 50% of the cost of contract performance incurred for personnel shall be expended for employees of the firm.”. The cost of contract performance incurred for personnel includes direct labor costs and any overhead which has only direct labor as its base, plus the concern’s General and Administrative rate multiplied by the labor cost.

45. We would like the following information about the Kulick and Youth Opportunity Area Demonstrations:

1. Implementation status of each of the grantees
2. Number of participants served to date in each program
3. Status of the youth surveys (have they been completed)? How many rounds of data collection? What is the number of completed interviews by site? What was the methodology used to conduct the surveys?

Based on the limited information we have to date, we believe this information is both currently accessible to Westat and directly related to the development of a response to this procurement. Does the Department agree with our conclusion, and, if not, what are the factors that lead the Department to conclude that this information is not relevant to the current procurement?

**Answer:** 1. All the eleven Kulick/Youth Opportunity Area Demonstration sites are fully implemented.

2.	Chicago	281	Boston	661
	Houston	1227	New York City	458
	Los Angeles	1288	Kentucky	358
	Baltimore	191	Denver	182
	Detroit	160	Oakland	163
	San Diego	202		

3. Offerors may examine data collection documents and a summary of the work performed by Westat to date under contract #F-7732-9-00-80-30 by contacting Harry Ladson at (202) 219-8698 x147 or Hladson@DOLETA.GOV.

4. With regard to the relevance of the Kulick grants to this evaluation see our response to question 31.

46. If data collection or other research has been initiated or completed for any pilot project, what is the relationship of that data and research to the work under this new proposal? For example, if baseline community youth surveys, process analyses, or ethnographies have been carried out for one or more of the Kulick sites, should contractors under the new RFP not propose to carry out that research in those sites where the work has been initiated or completed?

**Answer:** ETA has not fully analyzed the relationship between the Kulick sites and the Youth Opportunity areas. However, the Youth Opportunity areas are larger than the Kulick areas so any work done for that evaluation would not be sufficient for the current evaluation. Therefore, offerors may assume that this will

be an evaluation of 36 entirely new sites.

47. Was OMB approval required, and was it obtained, for any of the data collection instruments or plans for evaluation of the Kulick sites? If so, will separate OMB approval be required for any of the data collection instruments or plans for evaluation of the Youth Opportunity grants?

**Answer:** OMB approval was obtained for the surveys of the Kulick sites. The clearance expires in February, 2003 and, if the offeror proposes to use the same instruments, could cover the initial round of surveys under the proposed evaluation.

48. Some of the research elements in the RFP are highly specific about sampling techniques and other research implementation issues. Will the Department consider alternative ways of achieving the same research goals, which perhaps will result in more efficient data collection or lower costs?

**Answer:** The Department is always willing to consider more efficient ways of achieving its research goals. However, offerors proposing alternative approaches should also show they are willing and able to carry out the approaches specified in the RFP should ETA not accept the alternative. Also, cost proposals should be based on the approaches specified in the RFP.

49. If the Department requires that the specific techniques and other implementation issues be used as specified in the RFP, were any of these techniques and implementation issues developed by Westat, either under the earlier evaluation of the Kulick pilot grants or under other contracts with the Department? If so, will relevant information and documents from that earlier work be made available to other bidders in a timely fashion?

**Answer:** Nothing specified in the RFP relies on techniques or implementation issues developed by Westat.

50. Given the complexity of the proposal, the planning questions created by the small business arrangements, the need for answers to the above questions and provisions of relevant documents that have been requested, all to assure a fair and open competition, will the Department grant a one-month extension for submission of proposals? If not, will the Department grant any extension of the submission deadline?

**Answer:** There is insufficient time remaining in ETA's procurement year to allow a one month extension.

51. What are the sample sizes and response-enhancing mechanisms currently used for similar work being done by Westat? What is the response rate being experienced?

**Answer:** Offerors may examine data collection documents and a summary of the work performed by Westat under contract number F-7732-9-00-80-30 by contacting Harry Ladson at (202) 219-8698 x 147 or Hladson@doleta.gov.

52. What variables are being compared against control groups currently?

**Answer:** The Kulick grants evaluation is using a pre-post analysis. There are no comparisons to control groups.

53. Will DOL accept a survey methodology that does not include a 10% in-person survey? If so, will DOL accept the survey bias inherent in telephone surveys, if only a telephone survey is utilized for the area survey?

**Answer:** DOL does not anticipate that surveys done under task 1 of this RFP will be entirely by telephone.

54. Since certain census data fields are private and confidential, would the U. S. DOL intervene, under nondisclosure/confidentiality process and restricted use for household selection only, to obtain the data fields (e. g., age of household members) for the contractor?

**Answer:** DOL anticipates obtaining aggregated data from the Census Bureau so that this will not be an issue. We are willing to discuss alternatives with Census if individual data are necessary.

55. What degree of comparative analyses is presently done and what variables are in fact planned to be compared in the ongoing effort by the “incumbent”?

**Answer:** The current evaluation is using a pre-post analysis. The major variable is the employment rate of youth residing in a Kulick area. Additional information about the work performed by Westat under contract number F-7732-9-00-80-30 can be examined by contacting Harry Ladson at (202) 219-8698 x147 or HLadson@DOLETA.GOV.

56. What aspects, data fields of the Decennial Census, American Community Census (sic.), etc. are currently being used or planned in their design by the “incumbent” for overall assessments?

**Answer:** Westat is not using the Decennial Census or the American Community Survey in the Kulick evaluation.

57. Is the “incumbent” or contractor in a similar project presently measuring or evaluating (or have evaluated in the past) opinions of related individuals, such as bus drivers, educators, etc.? What mechanisms (phone, visit, mailed survey) are used and for which subjects are each method used? What has been the success rate for each means of data collection and each subject category?

**Answer:** The mechanism for this data collection is informal interviews. Insufficient work has been accomplished to date to discuss success rates.

58. What is the SIC code for this solicitation ... 8732 as stated on page 8 or 8742 as stated on page 48?

**Answer:** 8742

59. Are the grant applications of the winners available to read at this time?

**Answer:** No. For this information you should contact Cheryl Harris, Freedom of Information Act Officer. Ms. Harris can be reached on (202) 219-8702 x136.

60. Is OMB clearance needed and, if so, for what types of instruments?

**Answer:** OMB clearance will be required for any fixed set of questions to be administered to ten or more respondents. At a minimum this would apply to the questionnaires for task 1. Other protocols may require clearance depending on the offeror's approach.

61. Given concerns about confidentiality, gaining access to "welfare case records" is unlikely. Is DOL interested in aggregate data on welfare recipients or is individual-level data abstracted from case records being suggested? Please clarify what types of welfare information is of interest.

**Answer:** Aggregated data should suffice where individual data are unavailable.

62. In task 1, the RFP states that the surveys will be used to determine crime rates in the area. Please clarify what type of crime rate information is expected to be collected through individual surveys. By crime rate, does the DOL want to know about criminal activity of youth? Does DOL want crime rates in terms of victimization? If so, should the crime rate information come from the survey or from secondary sources?

**Answer:** At a minimum, ETA expects the contractor to collect crime data from secondary sources. Data on criminal activity collected under task 1 may cover crimes committed by and crimes against youth resident in the area. However, these interviews are intended to be relatively short (no more than one half-hour) and primarily cover employment status and school enrollment. This will limit the amount of information about criminal activity collected from this source.

63. In the RFP, it is stated that the contractor will conduct surveys of each of the 36 local Youth Opportunity areas to determine the employment, educational enrollment and attainment, graduation rates, wages, welfare enrollment, and crime rates in the community and to have sufficient sizes to reliably measure employment rates for in-school and out-of-school youth in each area. Does ETA intend for the contractor to survey youth ages 14-15?

**Answer:** Yes.

64. Has the DOL required all Youth Opportunity grantees to provide standardized data on the characteristics of all participants or youth served by YO-funded grants? If so, is it anticipated that these data will be generated by the prime grantee or by sub-grantees?

**Answer:** The MIS and reporting requirements for the Youth Opportunity grantees are still under development. However, it is anticipated that standardized data on the characteristics of all participants will be available. Generating the data will be the prime grantees' responsibility.



65. If the DOL has not required the YO grantees to provide standardized data on the characteristics of all participants or youth served by YO grantees, what are the reporting requirements for YO grantees? Do the reporting requirements require grantees to report on the performance of sub-grantees or do the reporting requirements only require aggregate data for the grantees (without breakouts by sub-grantee)?

**Answer:** The MIS and reporting requirements are still under development.

66. If standardized specifications for reporting the characteristics and program services received by youth participants has not been mandated, would the DOL contemplate making adoption of an MIS with a common core data set on participants a grant requirement for YO grantees?

**Answer:** Such a system is among the MIS options being considered.

67. Are you expecting the successful offeror to identify one comparison area for each of the 36 Youth Opportunity Grant areas? If no, then how many comparison areas (at a minimum) are you expecting bidders to plan and budget for?

**Answer:** See the response to question 18.

68. How consistent are the information technology platforms currently in use or proposed among the 36 youth initiative locations and have any standards been imposed for the future? Has ETA developed minimum reporting criteria?

**Answer:** We have no information regarding the grantees' information technology platforms. The reporting criteria are still under development.

69. Which data fields regarding enrollees at the sites are protected from public access, federal access or evaluator access?

**Answer:** At this time, we have not identified any data fields to which access would be restricted.

70. Other than reports of the surveys (including analyses) taken in years 1, 3, 5, what types of periodic or regular access or reports might the USDOL or Congress require?

**Answer:** The required reports are described in Section F.4 of the RFP. It should be understood that ETA expects reports to synthesize information from all three components of the evaluation – the surveys, the process studies and the ethnographic studies. These are not “reports of the surveys.”

71. The USDOL states the contractor will obtain all relevant MIS or participant data collected by grantees. How are the MIS systems different? What specific information will sites be providing (for example, will sites be required to report demographic characteristics, hours/length of participation, etc. or just outcomes)? Are some participants' data typically kept outside their MIS? If so, which data? Also, will the grantees be required to collect MIS data on youth served by non-DOL or matching dollars?

Finally, what is the reporting schedule on MIS data – is it available on demand or provided on a set schedule (and when)?

**Answer:** The MIS and reporting requirements are still under development. It is expected to include demographic characteristics, hours/length of participation, as well as outcomes. Offerors should anticipate that the reporting system will not contain all data on participants collected by the sites.

72. May bidders outline unique proprietary methodologies with the understanding that they are not to be made available to any other contractor?

**Answer:** Yes. However, this will not limit the ability of DOL to use any methodology suggested by another source.

73. How should/will hours be allocated to fixed price subcontracts?

**Answer:** This issue should be addressed during negotiations between the prime contractor and the subcontractor.

74. What happens if one of the original grantees is not renewed? Will another grantee be selected? If so, will the surveys be done on an individual schedule so the first, third and fifth years will not match the remainder?

**Answer:** If one of the original grantees is not renewed, a replacement site will not be selected. Whether the original grantee is dropped from the study will depend on the circumstances.

75. Is it necessary that the one year submission (e.g., survey results) also include the first set of (baseline) ethnographic data or may they be submitted during the second year of the project?

**Answer:** The RFP calls for one baseline report covering all three components of the study. Offerors may propose alternative reporting schedules and/or additional deliverables, if they believe such alternatives are optimal and feasible given the period of performance and level of effort.

76. Will the grantees that were already in the eleven current demonstration projects and have obtained funds under the new YO initiative be considered “first year” projects for baseline?

**Answer:** Yes. See answers to questions 31 and 39.

77. Methods similar to the Current Population Survey will result in samples in the YO areas that include households with and without youth. Is that DOLs understanding and intention?

**Answer:** The intention is to use a methodology similar to the Current Population Survey methodology to conduct surveys of the youths ages 14-21 resident in the Youth Opportunity areas.

78. How are the geographic areas for the communities being served by the grantees defined – zip codes, street boundaries, etc.? Please specify.

**Answer:** Census tracts.

79. I would like to know the original study source used in selecting the sites to receive grants.

**Answer:** See the Solicitation for Grant Awards on the ETA website at <http://www.wdsc.org/sga/sga/99-015sga.htm>

80. [Provide] any specifics that you might know of on the original processes used for ascertaining the statistical analyses used.

**Answer:** The grant bidders provided population and unemployment tabulations from the 1990 Decennial Census.

81. [Describe] any methods used, and/or variables that were considered in ascertaining the baseline.

**Answer:** Bidding sites were instructed to use the 1990 Decennial Census to provide preliminary baseline information on population and unemployment. The first round of contractor data collection (tasks 1, 5 and 7) will provide the baseline for the evaluation.

82. Could you tell me who the grant holders to be evaluated are specifically and the contact number?

**Answer:** Information regarding the grantees can be found on the Youth Opportunity website: [www.yomovement.org](http://www.yomovement.org).

83. What would be a reasonable price for these evaluation services from your experienced point of view?

**Answer:** ETA estimates a level of effort of between 230 and 250 professional person years will be required for this evaluation.

84. My new SDB is specialized in data analysis. I would like to team up with other small businesses who are interested in this project. Do you have a list of contacts for me?

**Answer:** See bidders list in amendment no. 1.

85. In your RFP, you mentioned Westat, Inc. Is Westat a small business? Can I get the point of contact?

**Answer:** Westat is a large business. Point of contact is Alexander Ratnofsky.

86. May we receive copies of any design reports or other documents describing evaluation activities

under Westat's related contract (number F-7732-9-00-80-30)?

**Answer:** Offerors may examine data collection documents and a summary of the work performed by Westat to date under contract #F-7732-9-00-80-30 by contacting Harry Ladson at (202) 219-8698 x147 or [Hladson@DOLETA.GOV](mailto:Hladson@DOLETA.GOV).

87. Criteria B under Section M.2 indicates that the Department expects the Project Director "to have experience leading projects of this scale." Given the rarity of projects of this scale, and the unlikelihood that a small business could have engaged in such projects, would you consider deleting this factor?

**Answer:** This is one of four subfactors that the technical review panel will consider in evaluating the proposed staff. Offerors will not be disqualified if the proposed Project Director does not have experience leading projects of this scale, although they would receive a less than perfect score. While we acknowledge the points raised, the Project Director is a key person on the evaluation and his or her experience is very important. Therefore, we will not delete the subfactor. We will, however, instruct the panel that this is not an all or nothing subfactor and appropriate credit should be given for any relevant experience directing projects.

88. 52.246-9 /4/1984 – Inspection of Research and Development (Short Form) – Is this form required for this bid? If so, how can I obtain one. It didn't print out.

**Answer:** This clause is incorporated by reference. You can obtain a copy by going to [WWW.ARNET.GOV/FAR](http://WWW.ARNET.GOV/FAR).

89. 52.242-15 /8/1989 – Stop Work Order (Alternate 1) Same question as previous.

**Answer:** This clause is incorporated by reference. You can obtain a copy by going to [WWW.ARNET.GOV/FAR](http://WWW.ARNET.GOV/FAR).

90. 52.252-2 – FAR Clauses – What is this and what does this mean?

**Answer:** 52.252-2 Clauses Incorporated by Reference. This clause incorporates one or more clauses by reference, with the same force and effect, as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: [WWW.ARNET.GOV/FAR](http://WWW.ARNET.GOV/FAR).

91. Do I need to fill out any papers or forms to be placed on DOL vendors list. If so, can you help me with this or e-mail it to: P. O. Box 1357, Ellicott City, Maryland 21041?

**Answer:** DOL does not have a general bidders' list. See amendment no. 1 for list of vendors who requested this solicitation.

92. What is meant by "studying community well being" and specifically "measuring the health of the

community”? What are the issues of concern?

**Answer:** A goal of the Youth Opportunity Grants is to improve the quality of life for youth residing in the communities. The ethnographic studies are intended to ascertain whether this goal is achieved. This might include examination of issues such as whether individuals feel safe on the communities’ streets and whether there is a sense of pride in the community.

93. What is meant by “measurement” and does that entail local knowledge?

**Answer:** Overall, the evaluation will measure change from early in the grant period to years three and five. In the context of the ethnographic study, the analysis is expected to rely heavily on qualitative measures characterizing life in the communities.

94. Does the expectation for the research/evaluation allow for the collecting of the background descriptive community information to help in identifying dramatis personae and the context of interpretation?

**Answer:** ETA expects the collection of background material to include examination of grant materials and other documents which will be provided to the contractor after award as well as information collected during the initial round of site visits.

