



SUBJECT: Amendment No. 1 to Request for Proposal for *Weatherization Worker Training Nonprofit Training Collaborative*

DATE OF AMENDMENT: September 24, 2009

DATE OF RFP RELEASE: September 10, 2009

**NEW DEADLINE FOR SUBMITTAL OF PROPOSALS: September 30, 2009 @ 5:00 p.m.**

AGENCY CONTACT: Ardell Galbreth, Deputy Director

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The following shall be a part of Request for Proposal for Weatherization Worker Training Nonprofit Training Collaborative. If a vendor has already returned a proposal and any of the information provided below changes that proposal, please submit the changes along with this amendment. You need not re-submit an entire proposal prior to the opening date and time.

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**\*Note: New Deadline for Submittal is September 30, 2009 @ 5:00 p.m.**

**\*No further questions will be accepted or answered.**

**\*Questions and Answers:**

1. Who should be listed as the primary vendor? We have contractually formed our collaborative which includes all of the elements stipulated in SB 152. However, the collaborative is not a legal entity.
  - o Should we assign a member of the collaborative to be the primary vendor? If so, are the other members of the collaborative considered subcontractors for the purposes of the RFP? **Yes. The lead organization that will be responsible for the performance of the collaborative should be the primary vendor.**
  - o Is there a specific entity that DETR would prefer to be the primary vendor? i.e. does DETR have a preference to contract with a community college versus a joint apprenticeship training committee? **No. There is no preference. Again, the primary vendor is responsible for the performance of the collaborative under the RFP.**
  - o Are there any specific classifications that are more favorable for a primary vendor to possess? i.e. Does the entity need to be a 501c3 or could a for-profit entity apply as the primary vendor? **The primary vendor must be a federally-designated non-profit entity. For profit entities are not eligible to apply.**

2. If no certification currently exists for the comprehensive skill set that each trainee must possess as a result of the training, what can be used as a certification? In the apprenticeship programs, once an apprentice completes the program he/she is certified as a Journeyman in the specific trade.
- Is the Journeyman certification allowable as Weatherization certification or should a specific certification be established to acknowledge the completion of the Weatherization Training? **Yes. There must be a specific certification for the Weatherization Worker skill sets identified in the RFP.**
  - If a new certification needs to be established, are those costs allowable as a part of the cost proposal to be funded through this training grant? **No. The Cost Proposal must provide a cost breakdown for the items/functions listed as allowable costs in the RFP. Allowable costs must reflect the actual direct cost associated with the provision of the training and may not include administrative or overhead costs.**
  - What standards should be used to establish the certification? **The standards must be based on the skill sets identified in the RFP.**
3. The cost proposal asks that a copy of the training publications be submitted with the original proposal. The curriculum of the apprenticeship programs is highly confidential and proprietary. As such, should we submit information we feel will meet the requirements of the RFP in lieu of the actual curriculum or can we be assured that by labeling the curriculum as proprietary information it will be handled with the utmost confidentiality in this process? **Submitted proposals are confidential until the contract is awarded; following the contract award, in accordance with Nevada Revised Statute (NRS) 333.333, only specific parts of the proposal may be labeled a “trade secret” as defined in NRS 600A.030(5). All information that an entity determines to meet the definition of a “trade secret” as defined in NRS 600A.030(5), must be submitted in a separate sealed envelope marked “Proprietary-Confidential”. It is also the responsibility of the vendor to identify this information on the “Exception Summary Form” which was included in this RFP and sign that they agree to defend and indemnify the State of Nevada for honoring such designation.**
4. Also, has the review committee been established and is the member information public such that any conflicts of interest can be addressed in the response to the RFP? For example, exposure of the curriculum to a competing entity would not be beneficial and we therefore would provide a different presentation of the curriculum in our response to avoid any potential conduct breach. As noted above, each proposal is treated as confidential. **In accordance with Nevada Administrative Code, the membership of the RFP Review Committee is not public information prior to the release of the Notice of Award. If requested, this information may be provided, in part, after the Notice of Award has been issued.**

5. Can a non-profit, labor organization, approved apprenticeship program or a community college be part of more than one Weatherization Worker Training RFP? For example, can CSN be a collaborative partner in more than one collaborative? If so, does this hold true for a labor union?

**Yes. A non-profit organization (including the community colleges) can be a part of more than one grant proposal to deliver weatherization training. A collaborative may consist of more than one partner.**

**\*Corrections to RFP**

- Cover page should read: The Nevada Department of Employment Training and Rehabilitation is soliciting proposals for Weatherization Worker Training Nonprofit Training Collaborative.
- Page One (1) of RFP should read: See page 14 for instructions on submitting proposals.

**ALL ELSE REMAINS THE SAME.**

Vendor shall sign and return this amendment with proposal submitted.

NAME OF VENDOR \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_