

RFP 2025-001

Community Based Workforce Development

Questions and Answers

1. *Section D Technical Qualifications (p.7) states that we must have "knowledge and understanding of the CDBG Program Policies and Procedures Manual or willingness to gain knowledge of such; and knowledge and understanding of OMB's Uniform Guidance at 2CFR 200." How much knowledge and understanding are required? Where can these Policies, Manuals and Uniform Guidance materials be found so that we might become acquainted with them?*
 - a. <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1>
 - b. <https://www.dropbox.com/scl/fo/rwsru40slj01zg86h72s3/AMLwzZABrK1FwwSitKgW9PI?dl=0&e=2&preview=2024+CDBG+Policies+and+Procedures+Manual+-+Revised+9.17.24.pdf&rlkey=39f84eflzproebkc6jw12b4p>
2. *Pertaining to p.10 first bullet under "Funding": Where is the eligible training provider list found?*
 - a. <https://www.in.gov/dwd/career-training-adult-ed/intraining/training-providers/>
3. *Pertaining to Past Performance (p.10): We have not received a CDBG grant award from EmployIndy. Can we refer to a 5-year Lilly Endowment grant of \$4.5 million for which we have completed four years of the five-year grant award? All of our commitments are on track or ahead of schedule to be fulfilled.*
 - a. Yes. Please use a similar workforce development program for performance if you have not received a CDBG grant in the past.
4. *Is there a maximum amount an organization can request?*
 - a. No. But you may not be awarded what is requested.
5. *Is it a requirement to be on the ETPL for this opportunity?*
 - a. No.
6. *My question is about the indicators listed on page 5 of the RFP. Does an applicant need to submit proposed numbers for all 14 indicators or can we pick and choose specific indicators we want to track if awarded a grant?*
 - a. Proposed numbers for all 14 indicators must be provided.
7. *In the narrative, for the section 'Past Performance' -- do we need to write up a summary of past performance, or does EmployIndy draw this information directly from our current grant reports?*
 - a. Past performance information must be provided in the proposal.
8. *Pg.7 D. 4th bullet point: what are the indemnification and insurance requirements?*
 - a. Insurance and Bonding. Contractor shall carry sufficient insurance coverage as described below.
 - i. The Contractor shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage.
 - ii. The Contractor shall comply with the bonding and insurance requirements set forth in 2 CFR Part 200.

- iii. Public liability and property damage insurance is required in the amounts necessary to cover all costs and expenditures associated with the project.
 - iv. The Contractor shall provide statutory Worker's Compensation coverage for all its employees involved in the performance of this Agreement.
 - v. If the Contractor will be transporting individuals or construction materials, Comprehensive Auto Liability insurance is required.
 - vi. An Errors and Omissions Professional Liability Policy must be carried by any architect or engineer performing services under this Agreement. In all cases, EmployIndy must be listed as additional insured, and the Certificates of Insurance must be submitted to EmployIndy prior to contract execution.
 - b. Hold Harmless and Indemnification. Contractor agrees to indemnify, defend, and hold harmless EmployIndy and its officers, agents, officials and employees for any and all third party claims, actions, causes of action, judgments and liens to the extent they arise out of any negligent or wrongful act or omission by Contractor or any of its officers, agents, employees or subcontractors, regardless of whether or not it is caused in part by the negligence of a party indemnified hereunder. Such indemnity shall include attorney's fees and all costs and other expenses arising there from or incurred in connection therewith and shall not be limited by reason of the enumeration of any insurance coverage required herein. EmployIndy shall not provide such indemnification to the Contractor, provided, however, that the Contractor shall be relieved of its indemnification obligation to the extent any injury, damage, death or loss is attributable to the acts or omission of EmployIndy.
9. *The questions that have been submitted, where/when/how do we find answers to these questions?*
 - a. This Q&A is posted on the EmployIndy website.
10. *Does forklift certification count as an Industry Recognized Credential?*
 - a. Yes.
 - b. CPR/First Aid will not count.
11. *Are there concerns these funds will be cut?*
 - a. We have not received information about these funds being cut. We will continue to provide CDBG services unless we hear differently from the City of Indianapolis Department of Metropolitan Development.
12. *Is the \$500,000 amount per sub-recipient? Or to be shared across all sub-recipients?*
 - a. Historically, we have awarded CDBG funds to four to seven subrecipients to divide.
13. *Do participants have to receive a certification or credential through the proposed workforce/training programs?*
 - a. No they do not have to receive a certification or credential. If a participant, is job ready, they can be placed in employment without earning a credential.
 - b. Participants can receive credentials outside of the trainings that you are focused on in your proposal.
14. *Could you restate about XBE and points?*
 - a. EmployIndy encourages the participation of Minority Business Enterprises (MBE), Women Business Enterprises (WBE), Veteran Enterprise Businesses (VBE), and Disability-Owned Businesses (collectively known as XBEs) when requesting

proposals for new contracts. EmployIndy recognizes only the state's certification of an XBE or certification by the City of Indianapolis Office of Minority and Women Business Development.

Additionally, organizations with minorities, women, veterans, and disabled persons in key leadership or board positions will be considered in the evaluation process. Additional points will be given to both certified XBEs and organizations with diverse leadership during the proposal scoring process.