

**Workforce Development Corporation (WDC)
the Commercial Driver Training RFP
PIN: 2023WDC0005**

1. RFP Extension

- a) Please Note: The due date to submit proposals for this RFP has been extended to December 23, 2022

2. Responses to Questions Submitted for the RFP

- a) Question: For the purposes of this RFP, could the WDC please define which specific programmatic activity would be considered the “date of enrollment”? If enrollment were to be defined as the first date of CDL Class B License Permit Preparation instruction that would likely make the contract goal of 90% Graduation Rate of CDL Training unachievable, especially for an ungated permit preparation program.
- Answer: As per the RFP, the date of enrollment is “defined as attending at least one (1) day of the training Program.” The RFP also indicates that proposers can deliver the three primary components “through either a single, cohesive occupational training or a combination of pre-training, occupational training, and/or apprenticeship programming.” Proposers, as such, have the flexibility to propose separate enrollment goals for each component of the program that is defined in the RFP.
- b) Question: Please confirm the definition of “program graduation” includes completion of 90% of all hours of training (permit prep, ELDT, classroom instruction, behind the wheel training, etc.)?
- Answer: The minimum completion criteria requires graduates to attend at least 90% of total program hours. Proposers have the option to propose additional completion criteria in addition to this requirement that can be applicable to one or more components of the program.
- c) Question: Our organization has often experienced significant NYS DMV delays between the application for, and completion of a CDL Class B road test. Program staff utilize strategies to mitigate delays, but they do impact time to placement for credentialed graduates. In relation to Section III A.5.d, please confirm if “completing the Program” can be defined as securing a NYS DMV CDL Class B license?
- Answer: As indicated in the RFP, the minimum requirement for completion criteria is for program graduates to attend at least 90% of total program hours. Additional completion criteria, such as securing a CDL Class B license, can be proposed but are not required.
- d) Question: Permit prep requirements as outlined in Section III A.1.a Component 1 describe our organization’s current permit prep activities, covering training elements including an extensive, high-quality curriculum that prepares New

Yorkers to pass all permit exam sections. Sixty hours exceeds the time required to deliver intensive training for the permit exams. Would the WDC consider counting hours for additional support activities toward the 60-hour training requirement such as group work or study, facilitated permit exam registration, group trips to the DMV to test etc.?

- Answer: Yes, the activities listed would be acceptable towards the 60-hour training requirement.

e) Question: Section III A.8.b.i describes weekly stipends dispensed to trainees beginning at the start of full-time training. Could you please confirm at what point in the training activities trainees will start receiving stipend payments?

- Answer: It is expected that stipends will be provided on a weekly basis to eligible participants during each of the three components of the program described in the RFP as well as for a certain period while participants are job searching.

f) Question: Our program staff report the administrative tasks associated with enrolling trainees into the WorkSource system takes on average approximately 30 minutes per person. Could you please confirm at what stage of training participants will need to be enrolled into the WorkSource system?

- Answer: As indicated in the RFP, the Workforce1 Industrial & Transportation Career Center (“ITC”) will collect Customer Information Forms (“CIF”) forms from participants to register them into WDC’s Worksource1 recordkeeping system and verify their eligibility (see Section III.6.d).

g) Question: Can the WDC confirm if all training participants served under this RFP will need to be WIOA eligible.

- Answer: All training participants must meet the eligibility requirements defined in Section III.5.b of the RFP to be eligible for the program, which is inclusive of Workforce Innovation and Opportunity Act (“WIOA”) criteria. Training participants will be required to meet additional criteria not defined in Section III.5.b of the RFP in order to be eligible for stipends.

h) Question: Our organization’s technical training vendor partners offer an equal number of observation and behind the wheel training hours. Section III A.1.c Component 3 describes an unequal number of observational and behind the wheel training hours which would pose scheduling challenges. Please confirm if WDC will consider proposals that contemplate 30 hours of driving and 30 hours of observation?

- Answer: WDC is amenable to a configuration in which an even number of driving and observation hours are provided for behind-the-wheel training.

