

SOLICITATION NUMBER AND TITLE: November 19, 2007 - Workforce System Study
OPENING DATE: November 19, 2007
AMENDMENT NUMBER: 2
DATE AMENDMENT ISSUED: December 6, 2007

Section 1.03 of the above-referenced solicitation established a deadline for receipt of questions. The responses to questions timely received are provided as addenda to the solicitation. The following five questions have been received in a timely manner and do not require amendment of the solicitation.

1. Q: In section 2.02 of the RFP, it states that the successful contractor shall assist in identifying focus group and Workforce Congress participants; however, the dates and locations of the Focus Groups appear to be pre-established. What, if any, additional work has already commenced regarding the topic, scope, or format of the focus groups? Are there any individuals or groups who have already been informed of this study or who have already been invited to attend these focus groups?

A: The topic and scope of the focus groups is established through the study charge under Section 20 of 2007 House Bill No. 1018.

It is expected the format of the focus groups will be included in the consultant's proposal. Although the format for this interim's focus groups is in no way bound to the formats used during previous interims, the focus group formats used by the Economic Development Committee during the previous two interims may be of some assistance in designing a proposal for the format for this interim's focus groups.

The tentative dates and locations for the focus groups are a matter of public record. Although the Department of Commerce has met with the Legislative Committee of the Economic Development Association of North Dakota to request support and assistance in putting together focus group invitation lists and the Department of Commerce will be establishing a preliminary invitation list, it is anticipated formal invitations to the focus groups will not be distributed until after the consultant is selected.

2. Q: On what date does the 2009 North Dakota legislative session begin and end?

A: Based on the rules of the 60th Legislative Assembly adopted on December 6, 2006, the 2009 legislative session is scheduled to begin on Tuesday, January 6, 2009, and the 80th legislative day will be Thursday, April 30, 2009. The tentative dates for the 2009 legislative deadlines are available online at: www.legis.nd.gov/assembly/61-2009/docs/pdf/2009legislativedeadlines.pdf.

3. Q: On what date (i.e., approximate month and year) do you anticipate focus group and Workforce Congress findings will be presented by the contractor to the NDLC Workforce Committee?

A: A date has not been set for the Workforce Committee's receipt of the Workforce Congress findings. However, the Workforce Congress must be held before June 1, 2008, and traditionally the Legislative Council interim committees will conclude work during August and September immediately preceding the November 2008 meeting of the Legislative Council. It is anticipated the Workforce Committee will use the findings of the focus groups and the Workforce Congress to create a legislative package for recommendation to the Legislative Council at the November 2008 meeting. Based on the Economic Development Committee's activities during the previous two interims, it is anticipated the committee will spend the months of June,

July, and August preparing the legislative package for recommendation to the Legislative Council in November 2008.

4. Q: Has the State set aside a budget for this project? If so, what was that budget?

A: House Bill No. 1018 (2007) provided a \$50,000 appropriation to the Department of Commerce for the purpose of funding all of the department's costs associated with the workforce system study. The department has several duties associated with the study and the cost associated with paying the consultant is only one type of expense the department will incur in assisting with this study.

5. Q: What is the estimated number of consultant hours that the State has estimated for this project?

A: The Department of Commerce and Legislative Council have not estimated the number of consultant hours for this project. However, in addition to telephone consultations, it is anticipated the project will require four in-state visits to conduct the focus groups, Workforce Congress, and report to the Workforce Committee.

Any questions regarding this amendment must be submitted in writing to the undersigned Procurement Officer:

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