



**King County  
Department of Community and Human Services  
Developmental Disabilities Division**

Addendum No. 2  
RFQ001, Employment Services for Persons with Developmental Disabilities

May 14, 2009

**ADDENDUM NUMBER NO. 2**

**NOTICE TO ALL APPLICANTS OF  
REQUEST FOR QUALIFICATIONS NUMBER 001  
EMPLOYMENT SERVICES FOR PERSONS WITH DEVELOPMENTAL DISABILITIES  
CALLED FOR JUNE 5, 2009, NO LATER THAN 2 P.M.**

This addendum shall become part of the Contract documents and modifies the original proposal documents for the Request for Qualifications RFQ001, Employment Services for Persons with Developmental Disabilities.

**RESPONSES TO QUESTIONS**

Please note that the numbering of the questions is a continuation from Addendum 1.

**Question Number 4:**

Do we have to fill out dollars amount or do anything with the Attachment B – Contract Sample in this package?

**Answer:**

No. Attachment B is provided for informational purposes only for applicants that may not be familiar with the King County contract requirements. Applicants are not to return the sample contract to KCDDD.

**Question Number 5:**

The directions in the “Program Qualifications” section are confusing (to me.) Immediately under “Directions” it says “Check all boxes for each category that the agency requests...” That sounds to me like the two boxes within each category, as well. Then under that it states “1. Current KCDDD contracted agencies can limit their responses to checking the desired categories below.” So, as a current contracted

agency wanting to (continue to) provide PIE/P2P do I simply check the category? Or am I required to check the two boxes underneath, as well? If the second sentence is accurate, I have some follow-up questions/comments.

**Answer:**

Yes, current KCDDD contracted agencies are to check the boxes in each of the desired categories and check all the boxes within each of the categories. For example, if your agency desires to contract with KCDDD to provide Pathway to Individual Employment/Person to Person (PIE/PTP) check that box as well as items A & B underneath.

**Question Number 6:**

Over the years we have worked with many individuals who had complex support needs and, through individualized plans, eventually were employed in paid positions. They were not in the Pathway to Employment (PIE) program. Can we consider that experience in responding to this requirement?

**Answer:**

Item B in the (PIE/PTP) category is referring to a general pathway to employment, not the specific Pathway to Individual Employment (PIE) program. Agencies should not limit their experience to services they billed under PTP/PIE. Rather they should consider their experience in providing individualized approaches to gaining employment for people with significant support needs.

**Question Number 7:**

Did KCDDD mean to eliminate Group Supported Employment (GSE) providers who have people working below minimum wage, under EMPLOYMENT SERVICES QUALIFICATIONS (page 6) Section II under the 2nd paragraph under Definitions which states that "Community based businesses are defined as businesses pay minimum wage or better and do not participate in subminimum wage certificates issued by United States Department of Labor?"

**Answer:**

That paragraph is replaced with the following: "Community based businesses are defined as businesses that were not developed to serve individuals with disabilities." The new language is in the RFQ (Attachment A) that is posted on the website.

**Question Number 8:**

If I answer no to any of the questions, can I explain my response?

**Answer:**

Yes. The statement(s) must be written on a separate sheet labeled "King County Developmental Disabilities Division Employment Services Request For Qualifications Supplemental Sheet." Write the original question as stated in the RFQ that has a "NO" response. Explain simply, providing a brief, straightforward, and concise reason for the "NO" response.

**Question Number 9:**

I was working on the RFQ and had a couple questions. Am I correct in thinking that all I need to submit at this point is the completed 8 page RFQ document? I assume contracts and all their attachments will be required later?

**Answer:**

Yes. Currently contracted agencies are to submit the 8 page RFQ document which consists of the RFQ Cover Sheet, Business Qualifications for Employment Services and Program Qualifications for Employment Services sections.

As mentioned earlier this year, KCDDD will be amending current contracts beginning July 1, 2009.

**Question Number 10:**

A question regarding language: It says for GSE and PVS that “participants are typically legal employees of your organization.” We do not consider them employees. We do follow D.O.L. standards, have a sub-minimum wage certificate and pay L & I taxes on them, but we do not withhold income taxes, or provide benefits as we do to training staff. We have a tax exemption from the IRS that indicates that what we do is training assistance and the participants earnings are not subject to withholding taxes. This is how we have been doing things since I have been here (15 yrs.) I assume nothing has changed. Just making sure I’m correct in my understanding.

**Answer:**

These definitions are taken directly from the state legal definitions for each program.

**END OF ADDENDUM NO. 2**

PROGRAM QUALIFICATIONS FOR EMPLOYMENT SERVICES, Section II, Page 6 of 8, Group Supported Employment (GSE), Definition, paragraph 2.

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Irma Hill  
Program Manager