



**STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
PO Box 45811, Olympia WA 98504-5811**

DATE: September 4, 2024

TO: RFQQ #2413-855 – Pre-Employment Transition Services

FROM: Brandon Sheldon, Solicitation Coordinator
DSHS, Division of Vocational Rehabilitation
(DVR)

SUBJECT: Amendment No. 4 – Revision to Fee Schedule (Exhibit D) of Attachment A, Sample Contract.

1. DSHS amends RFQQ #2413-855 to revise the fee schedule (Exhibit D) of the sample contract (Attachment A) of the RFQQ. These revisions are reflected below.
2. This amendment to the solicitation is meant to change and clarify the fees paid to Pre-ETS contractors when they provide a Work-Based Learning Experience (WBLE) service. A Work-Based Learning Experience service will be paid on a per activity basis. The rate for this service will be \$220.00 Per Student Per activity.
3. No additional changes to the fee schedule are being made, as a result of this solicitation amendment.
4. All Bidders are required to acknowledge and review this Amendment and all associated Attachments to this Amendment No. 4.

All other terms and conditions in this Solicitation remain the same.

**PRE-EMPLOYMENT TRANSITION SERVICES
EXHIBIT D – FEE SCHEDULE**

Upon DVR's receipt and approval of the Contractor's fully completed reports and billing invoice as described in the Special Terms and Conditions, Section 6, "Reports," payment for Pre-Employment Transition Services shall be made as follows, not to exceed the maximum payable established in Section 7, "Consideration," for the duration of this contract.

JOB EXPLORATION COUNSELING

SERVICE	SERVICE HOURS	Contractor Fee	Unit
Vocational Interest Inventory and Results	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
In-demand occupations;	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Career Pathways	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Local labor market information	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period

COUNSELING ON OPPORUNITIES IN COMPREHENSIVE TRANSTITION OR POST-SECONDARY EDUCATIONAL PROGRAMS

SERVICE	SERVICE HOURS	Contractor Fee	Unit
Transition from High-School to College	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Resources that may be used to support Student success in education and training, which may include disability support services	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Exploration of Post-Secondary Educational Programs at Institutions of Higher Education;	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period

WORKPLACE READINESS TRAINING

SERVICE	SERVICE HOURS	Contractor Fee	Unit
Provide workshops on workplace behavior, understanding employer expectations for punctuality and performance, and other soft skills necessary for employment	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Financial Literacy;	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Orientation and Mobility Skills	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Job-Seeking Skills	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period

WORK-BASED LEARNING EXPERIENCE

SERVICE	SERVICE HOURS	Contractor Fee	Unit
Coordinating a school-based program of job training and informational interviews to research employers		\$220.00 Per Activity	Per Student in a 12 Month Period
Worksite Tours to learn about necessary job skills		\$220.00 Per Activity	Per Student in a 12 Month Period
Job Shadow Visits		\$220.00 Per Activity	Per Student in a 12 Month Period
Mentoring Opportunities in the Community		\$220.00 Per Activity	Per Student in a 12 Month Period

SELF-ADVOCACY TRAINING

SERVICE	SERVICE HOURS	Contractor Fee	Unit
Developing Goals	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period

Time Management and Organization	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Balanced Life Planning	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Peer Support	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Mentoring Groups	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
Accessing community resources such as health care, recreation, and social opportunities.	Minimum (4) hours. Maximum (60) hours	\$61.00 Per Hour	Per Student in a 12 Month Period
WORK-BASED LEARNING PAID INTERNSHIP			
SERVICE	STUDENT WORK HOURS	Contractor Fee	Unit
Work-Based Learning Paid Internship	At least 40 hours, not to exceed 120 hours per 12 month period	\$2,500.00	Per Student in a 12 Month Period
<p>Work-Based Learning Experiences Contractor fee shall not be billed until the completion of the experience.</p> <p>Once the contractor fee has been paid, the Work-Based Learning Paid Internship is considered complete. No additional hours may be billed.</p>			
PAID WORK-BASED LEARNING EXPERIENCES - REIMBURSEMENT OF STUDENT WAGES			
<p>The Contractor shall be reimbursed compensation for the amount of wages paid to a student, plus a flat fee of 15.0% for payroll taxes and related personnel costs paid by the Contractor for each Student who participates in a Work-Based Learning Paid Internship. When a Student completes fewer than 40 hours at a Work-Based Learning Paid Internship, the Contractor shall be reimbursed the amount of compensation paid for Student wages, payroll taxes and related personnel costs; but will not be paid the Contractor Fee.</p> <p><i>Students participating in a Work-Based Learning Paid Internship are paid at or above the state prevailing minimum wage to perform a non-permanent job at an employer's worksite.</i></p> <p><i>Each Student is limited to eight (8) Individual Work-Based Learning Experiences within a twelve (12) month period beginning on the date the Student starts their first Individual Work-Based Learning Experience.</i></p>			