

REQUEST FOR PROPOSALS

Workforce Innovation and
Opportunity Act
Title I Career Services
Adults and Dislocated Workers Jobs
First Employment Services
Case Management

Rochelle J Daniels. Esq.

Housekeeping

- ▶ NRWIB is looking for a single organization to deliver the RFP services - no partners no subcontractors
- ▶ Click on nrwib.org to access the NRWIB WIOA 2024-2028 Plan for demographics and labor market information
- ▶ The RFP is electronic - download it from the NRWIB website nrwib.org. Paper copies will not be available.
- ▶ Responses are due 1/17/25 4:00 p.m. late responses will not be considered
- ▶ Submit questions in writing via the link on nrwib.org until 12/13/24. Answers will be posted on the NRWIB website. Do not call.
- ▶ Answers to questions asked at the Proposers' Conference will be posted nrwib.org

HOUSEKEEPING

- ▶ Proposers **must** file a Notice of Intent to Apply by 12/20/24
 - ▶ The form is RFP Attachment 1
 - ▶ Fax to 203-573-8951 or email to: Jeffrey.lynes@nrwib.org.
- ▶ NRWIB is piloting AI technology to create summaries of each proposal
 - ▶ Proposers will be able to review the AI-summary for accuracy
 - ▶ Attachment 2 is the “AI-Generated Summary Authorization Form”
 - ▶ Without the signed form your, proposals will not be responsive .

The Northwest Regional Workforce Investment Board, Inc. - NRWIB

- ▶ The administrative entity for the NW CT WDA
- ▶ Oversees and administers Workforce Innovation and Opportunity Act (WIOA), JFES and CT-DOL funded programs
- ▶ The NRWIB, one-stop, and other workforce partners deliver career services in the Region

The NRWIB Workforce Development Area

Barkhamsted	Brookfield	Cornwall	Harwinton
Bethlehem	Canaan	Danbury	Kent
Bethel	Cheshire	Goshen	Litchfield
Bridgewater	Colebrook	Hartland	Middlebury,
New Hartford	Newtown	New Fairfield	New Milford
Morris	Naugatuck	Norfolk	North Canaan
Prospect	Redding	Ridgefield	Roxbury
Salisbury	Sharon	Sherman,	Southbury,
Thomaston	Torrington	Warren	Washington
Waterbury,	Watertown	Winchester	Winsted
Wolcott	Woodbury		

PURPOSE OF RFP

- ▶ To manage the NRWIB one-stop centers.
- ▶ To deliver WIOA career services:
 - ▶ To the general public in concert with Ct Department of Labor Wagner Peyser staff
 - ▶ To WIOA eligible adults and dislocated workers,
 - ▶ To Jobs First Employment Services (JFES) welfare recipients including participation in work activities
 - ▶ To targeted individuals under discretionary grants awarded to NRWIB

Required Business Services

- ▶ Outreach and recruitment of businesses
- ▶ Maintaining a database of businesses who participate in job fairs and other employer services
- ▶ Coordinate job fairs and hiring events;
- ▶ Outreach and develop on-the-job training contracts
- ▶ Placement of WIOA and JFES participants to fill job openings
- ▶ Develop and maintain a system for sharing job postings among staff

Numbers to Be Served

- ▶ 100 WIOA eligible adults to be referred to training
- ▶ 125 dislocated workers to be referred to training
- ▶ Training is traditional classroom and Work-Based Training
- ▶ Funds for training will be obligated by the selected provider but paid by NRWIB
- ▶ The selected provider will be liable for funds obligated in excess of the amount available

PERFORMANCE STANDARDS WIOA

UPDATED Nov 13, 2024 -5:00 pm

UPDATED 11/13/24 Performance Measures	Final Goals PY 2024	Final Goals PY 2025
WIOA Title I Adults		
Employment (Second Quarter after Exit)	71.0%	71.5%
Employment (Fourth Quarter after Exit)	69%	69.5%
Median Earnings	\$7,000.00	\$7,200.00
Credential Attainment Rate	70%	70.5%
Measurable Skill Gains	75%	75%
Effectiveness in Serving Employers	Baseline	Baseline
WIOA Title I Dislocated Workers		
Employment (Second Quarter after Exit)	80.5%	81.0%
Employment (Fourth Quarter after Exit)	76.5%	77%
Median Earnings	\$9,700.00	\$9,900.00
Credential Attainment Rate	70%	70.5%
Measurable Skill Gains	71.0%	71.0%
Effectiveness in Serving Employers	Baseline	Baseline

Performance - JEFS

JFES	
Entered Employment	50% entered employment
Employment at the Payment Standard	For 50% Earnings = TFA + \$90 Family of 3
Employment Entries at the Federal Poverty Level (FPL)	25% entering employment _ or better than FPL
Employment Retention	60% retention for 2 ¼' s 40% for 3 ¼'s
Participation Rate	50%

Available Funds

- ▶ Approximately \$2,350,000.00 is available for the requested services.
 - ▶ \$ 1,600,000 for services to WIOA adults and dislocated workers.
 - ▶ \$ 750,000 for services to JFES recipients
 - ▶ The funds are for staff salaries and fringes
 - ▶ Facilities rental is paid for by the NRWIB.
- ▶ Final contract amounts will be negotiated by the NRWIB
- ▶ Funds may be added to provide case management for individuals under any discretionary grants awarded to the NRWIB

Staffing

- ▶ The selected provider must agree to retain all line staff currently delivering services
- ▶ The selected provider will be able to hire their own managers and supervisors.
- ▶ The selected proposer will be required to interview and consider the managers and supervisors currently in place

RFP Requirements

- ▶ Proposers must have been in business in US for 2 years
- ▶ Proposals may not be submitted electronically or faxed
- ▶ Submit an original signed copy and 15 additional copies with a Flash drive containing a Word copy of the proposal response
- ▶ Complete the Application and all Attachments
- ▶ Proposals should be on letter size paper in Arial 12 pitch
- ▶ Answer all questions and use the budget forms
- ▶ Proposers must provide 2 references and 2 credit references
- ▶ There is a discretionary cure process
- ▶ Proposals will be rated by the One Stop Committee

RFP Requirements

- ▶ Proposers may be asked to make a presentation to the Review Committee
- ▶ Proposers should refrain from contacting NRWIB elected officials and board members
- ▶ Proposers must have the fiscal capability to provide the services the NRWIB does not provide advances
- ▶ Proposers must meet minimum insurance requirements
- ▶ Agreements will be cost reimbursement and the selected provider will be considered a sub-grant recipients subject to 2 CFR 200 et al
- ▶ Profit for commercial organizations is capped at 10%

The Application

- ▶ DUNS #'s have been replaced by UEI #'s these can be obtained at no cost from SAM.gov. All proposers must have a UEI #
- ▶ Page 2 of the application lists requirements to be responsive. Please review this page before submitting your response
- ▶ Use the Executive Summary to explain how you will deliver the requested services successfully.
- ▶ Entities from out of state must make sure to register as a foreign corporation with the CT Secy of State and be properly licensed in CT

The Application

- ▶ Do not skip any questions. Respond to all the questions
- ▶ WIOA and Welfare Reform programs are not new - in formulating your responses be sure to describe
 - ▶ How you will target services to WIOA eligible participants
 - ▶ How you will recruit participants
 - ▶ How your strategies are proven and will improve participant lives and assure performance for the NRWIB
 - ▶ How you will implement continuous improvement principles
 - ▶ How you will encourage integrity and quality into your program delivery

GOOD LUCK !