



WIOA Title I Youth Program Services RFP Virtual Bidders Conference

February 23, 2024

10:00 a.m. – 12:00 p.m.

Microsoft teams

AGENDA

1. Welcome and Introduction

- a. Introduction of host organization
- b. Overview of the purpose and objectives of the bidder's conference

2. Overview of RFP

- a. Description of WIOA Title I Youth Program
- b. Target Population & Service Area
- c. Estimated Subaward Amount and Subaward Start & End Date

3. Technical Requirements and Considerations

- a. Technical requirements
- b. Additional Program Priorities

4. Proposal Submission Guidelines

- a. Explanation of proposal submission process, including general information and deadlines.

5. Evaluation Criteria

- a. Explanation of how proposals will be evaluated, and criteria used for selection.

6. Questions and Answers Session



Welcome to the Bidder's Conference

Welcome to the Olympic Workforce Development Council (OWDC) WIOA Title I Youth Program Services RFP bidder's conference. Our team is thrilled to have you join us today.

Throughout this conference, we aim to provide valuable insights in our proposal and bidding process.

Presenters:

Bill Dowling, Director

Alissa Durkin, Program Supervisor

Luci Bench, Program Analyst





Overview of RFP

WIOA Title I Youth Program assist in-school and out-of-school youth with one or more barriers to employment. The program prepares youth for post-secondary education, attain educational and/or skills training credentials, career exploration through on-the-job training, work experiences, and internships in support of participants goal to secure employment with career/promotional opportunities.

The subrecipient selected through this RFP will coordinate with the Olympic Workforce Development Council and its partners to provide innovative, integrated WIOA Title I Youth Program Services.

Target Population: Young adults between the ages of 16-24 years who meet WIOA Title I eligibility requirements as defined in WIOA legislation, state and local policy. To learn more, visit [Olympic Workforce Development Council Policy Handbook-Youth Program Eligibility](#).

Service Area: Serving Clallam, Jefferson, and Kitsap Counties.

Estimated Subaward Amount: For planning purposes, it is estimated there will be **\$530,000** available for all three counties. Funding amounts in this RFP are **estimates only**. Estimates are subject to federal budgetary policy decisions. Funding of contracts will be according to actual availability of funds. All funding under this RFP is supported by the USDOL Employment and Training Administration and is contingent upon the Olympic Consortium's receipt of funds.

Subaward Start and End Date: The selected providers' contract will start July 1, 2024, and end June 30, 2025.

Option to Extend Subaward: The Olympic Consortium reserves the right to extend a subaward on annual basis for three (3) years, in accordance with WIOA Title I laws and regulations and depending on the subrecipient's contractual performance and availability of funds.

Technical Requirements

All fourteen WIOA-required program elements must be addressed in the bidder's program design. All elements must be made available to youth participants as direct services they provide, coordination, referrals, or through system partnerships. The primary goals are meeting individual needs and continuity of services. If partnering to provide these elements, programs must show how they will ensure follow through and coordination of services. A maximum of 20% of participants enrolled in services may be In-School youth.

The bidders' program design must include the following framework services:

- Outreach, Recruitment, and Orientation
- Intake, Eligibility Determination, and Registration
- Objective Assessment and Referrals
- Individual Service Strategy (ISS)/Employment
- Case Management
- Access to a Range of Services
- Work Experience
- Follow-up Services
- Opportunity Youth: WIOA requires, that at a minimum, 75% of youth funds serve out-of-school youth. The Olympic Consortium is committed to prioritizing the unique needs of older youth, ages 16-24, who are disconnected from education and employment, and creating and updating programming to address the unique barriers of this population.



Considerations

Career Pathways: WIOA emphasizes the establishment and expansion of Career Pathways as a key strategy for helping individuals attain industry-recognized credentials and employment in high-demand occupations. The Olympic Consortium encourages proposals that demonstrate a career pathway model, with a structured sequence of activities that focus on providing youth participants with long-term career development services that lead to unsubsidized employment in industries with projected growth and the potential for wage progression.

Trauma Responsive Services and Mental Health Support Services: The Olympic Consortium encourages proposals that demonstrate how they will consider trauma responsive services into their programmatic design and demonstrate strong connections to partnerships that focus on supporting youth and their mental health.

Transportation and Technology Barriers: WIOA Title I Youth Program services must be accessible to all eligible youth in Clallam, Jefferson, and Kitsap Counties, including those with geographic, transportation, or technology barriers. The Olympic Consortium encourages proposals that specify outreach and engagement strategies for youth with these barriers.



Proposal Submission Guidelines

Bidders must submit proposals online at [Olympic Consortium WIOA Title I Youth Program Services RFP](#) before the deadline of **April 3, 2024, by 4:00 p.m. PST**. Alternate proposal submissions will not be accepted. A submitted proposal may be withdrawn by emailed request to purchasing@kitsap.gov. Please specify this RFP title when submitting.

Direct specific RFP questions to: Glen McNeill, Purchasing Supervisor, Email address: purchasing@kitsap.gov. Please specify this RFP by its title when submitting questions.

Questions and the Answers will be posted on our website, [Olympic Workforce Development Active RFPs](#).

Questions will be accepted until March 22, 2024, by 4:00 p.m. PST

This Request for Proposal is available on the internet at [Kitsap County Bids \(kitsapgov.com\)](http://kitsapgov.com) or by contacting Glen McNeill at: Kitsap County Department of Administrative Services, Purchasing Supervisor, 614 Division Street, MS-07, Port Orchard, Washington 98366, 360-337-4789, email address: gsmcneill@kitsap.gov, and at [Olympic Workforce Development Active RFPs](#).

The Olympic Consortium reserves the right to make unilateral modifications to this RFP, amendments will be posted on the internet at [Kitsap County Bids \(kitsapgov.com\)](http://kitsapgov.com) and at [Olympic Workforce Development Active RFPs](#).



Evaluation Criteria

The proposal review and evaluation process will be conducted utilizing a fair and objective process that adheres to Olympic Workforce Development Council Procurement Policy and Kitsap County Procurement Policy.

An Evaluation Committee will review and score proposals using the scoring criteria below. The Olympic Consortium reserves the right to share factual information with the Evaluation Committee about bidders' past performance under contract with the Olympic Consortium.

SCORING CRITERIA	POSSIBLE POINTS
Experience & Past Performance	17
Service Delivery	26
Partnerships	17
Equity	14
Organizational Structure	6
Administrative Controls & Cash Management	5
Budget & Performance Objectives	15
TOTAL POSSIBLE POINTS	100

Questions and Answers Session

