



Request for Proposals
Workforce Innovation and Opportunity Act
Youth Reentry

Request for Proposal Issue Date: 8/16/24
Bidders Conference: 9/4/24
Notice of Intent: 9/6/2024
Proposals Due: 9/15/24
Evaluations: 9/16/2024-9/30/2024
Anticipated Award Notification: 11/7/24
Anticipated Contract Start: 12/2/24

SCPa WORKS

SOUTH CENTRAL WORKFORCE DEVELOPMENT BOARD

Introduction

The South Central Workforce Development Board (SCPa Works) is seeking strategic partnerships to engage justice-involved youth aged 18-24 in comprehensive career pathways that lead to postsecondary education, advanced training, and meaningful employment. Our primary objective is to prioritize services for Out-of-School Youth (OSY), fostering collaboration between the workforce and juvenile justice systems. By aligning efforts, we aim to enhance the employability of OSY while reducing their risk of recidivism.

This initiative is funded by the Youth Reentry Grant through the Pennsylvania Department of Labor and Industry. Federal funds will finance 100% of the project.

SCPa Works Overview and Background

SCPa Works comprises the counties of Adams, Cumberland, Dauphin, Franklin, Juniata, Lebanon, Perry, and York in South Central Pennsylvania. We envision a region where the opportunity for prosperity and growth exists for all. Our mission is to unlock the human talent that drives the development of businesses and individuals.

We fund employment and training programs across the region that empower job seekers to obtain new skills and career opportunities and allow businesses to build talent pipelines that meet workforce demands. SCPa Works operates six PA CareerLink® sites that serve tens of thousands of PA residents each year, representing an annual workforce investment of nearly \$14M into employment and training programs for youth and adults across South Central PA.

To support the region's job seekers and businesses most effectively, SCPa Works has outlined several key values that guide our work. The following values are embedded in our programs, investments, services, people, and processes, as well as the values that we endeavor to have our partners and vendors emulate:

- Performance
- Equity
- Flexibility
- Collaboration
- Accountability

Additionally, SCPa Works prioritizes the following in all programs:

- Employer Engagement – Strengthen relationships with the regional business community so that our system can better understand current and projected labor demand, support sector-driven training models, and invest in future workforce development opportunities.
- Individual Investment—Connect all job seekers (Youth, Adults, Displaced Workers, Incumbent Workers, etc.) to pathways and ladders aligning education with job opportunities and lifelong learning through the PA CareerLink® system.
- People and Process – Support and foster a healthy environment where all team members can pursue excellence with accountability, openness and transparency, career growth, and professional development while maintaining the values of equity and respect in all that we do. Incorporate diversity, equity, and inclusive (DEI) frameworks into every aspect of our business model and investments.

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Since 2019, SCPa Works and its PA CareerLink® partners have successfully designed and implemented Youth and Adult Reentry programs across our service region. The foundation of our programming is:

- Mentorship and embracing the lived experiences of staff and partners to enhance participant success;
- Engaging, participant-focused service delivery;
- Removal of barriers to success;
- Meeting participants where they are through our Community Access Point Initiative and
- Embracing and embodying the belief that “Each of us is more than the worst thing we’ve ever done.” - Bryan Stevenson, *Just Mercy: A Story of Justice and Redemption*

Auxiliary aids and services are available upon request to individuals with disabilities.

SCPa Works and its contracted vendors reflect Equal Opportunity Employers/Programs.

Key Applicant Documents

It is highly recommended that applicants familiarize themselves with all relevant laws, directives, and advisories, including but not limited to:

- [The Workforce Innovation and Opportunity Act](#)
- [US Dept of Labor Employment and Training Administration; WIOA Related Advisories](#)
- [Pennsylvania Dept of Labor and Industry Workforce System Policies](#)
- [2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)
- [SCPa Works Local and Regional Plans](#)
- [Mapping Opportunity Youth Population Density in South Central Pennsylvania](#)
- [SCPa Works' Supportive Services Policy #P-7A-1.22](#)

Regional Overview

SCPa Works recognizes the diverse needs and often untapped potential of Out-of-School Youth, also recognized as Opportunity Youth, in South Central PA. As a result, significant resources have been invested in research and reporting to identify outreach and ultimately serve out-of-school youth in our region. In partnership with Knowva Academy, we have identified several opportunities for engagement with this population. Below are key findings from the report, *Mapping Opportunity Youth Population Density in South Central Pennsylvania*, that influenced the development of this RFP. It is recommended that applicants read the report in its entirety (located at scpaworks.org).

The South Central Workforce Development Board's Workforce Development Area comprises eight counties: Dauphin, Cumberland, York, Lebanon, Franklin, Perry, Juniata, and Adams. These counties range from extremely rural to suburban and urban. The eight-county region hosts six PA CareerLink® sites, one affiliate, and multiple Community Access Points (CAPs).

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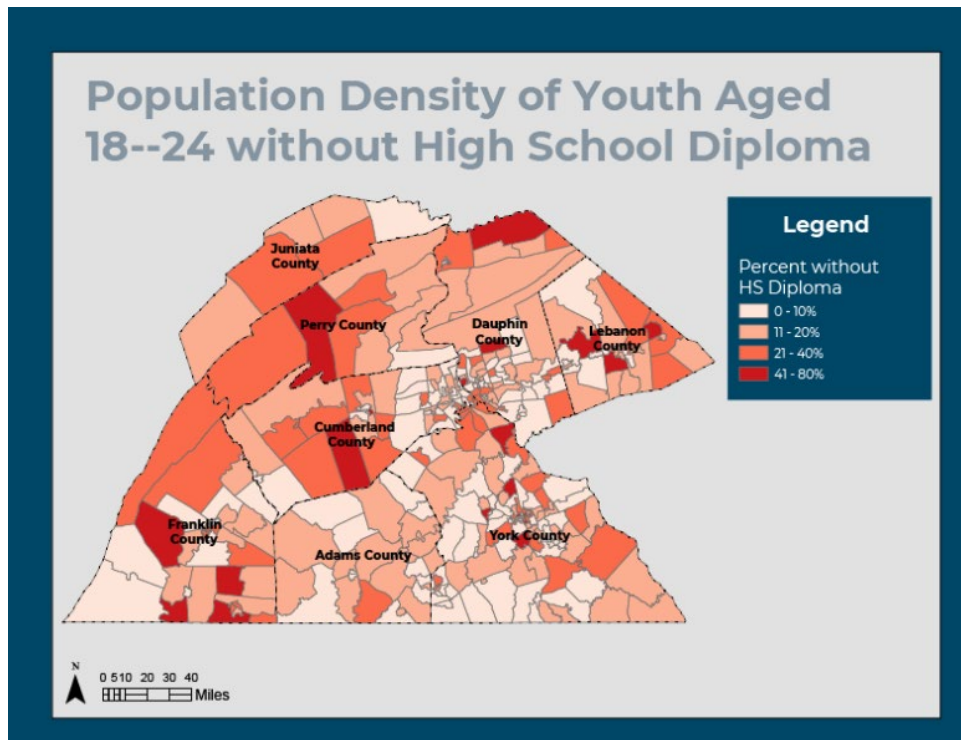
SOUTH CENTRAL WORKFORCE DEVELOPMENT BOARD

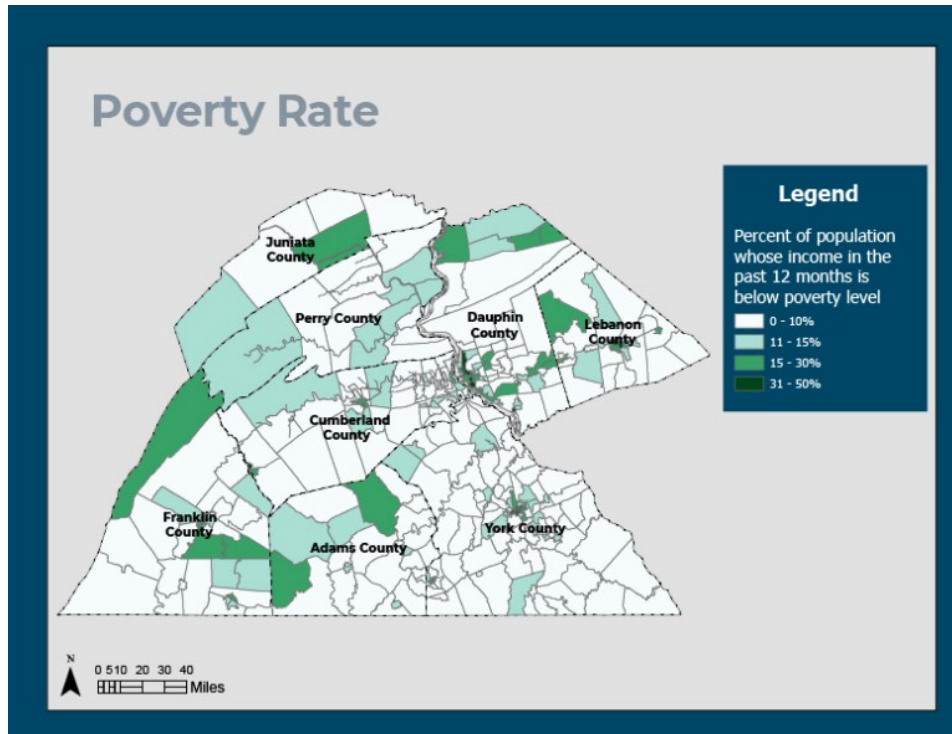
Key Opportunity Youth Data

South Central Pennsylvania in the Context of State and National Comparators

	scPA	PA	US
Population density of youths aged 15—24	12.1%	12.3%	13.2%
Dropout rate	1.5%	1.1%	5.2% ⁴
Population density of youths aged 18—24 without a high school diploma	16.7%	11.6%	11.7%
Unemployment rate	4.3%	3.4%	3.4%
BIPOC population density	15.3%	24.3%	39.9%
Poverty rate	9.2%	12%	12.8%
Households without vehicles	6.1%	10.7%	8.5%

Table 1 reproduced⁵





Award Terms

- **Duration of Contract:** December 2, 2024 - June 30, 2025
- **Contract Type:** Cost Reimbursement
- **Renewal Options:** Option to renew up to three years based on performance and funding levels
- **Governing Law and Regulations:** The Youth Reentry Grant, Title I WIOA Youth contract, serving justice-involved Out-of-School Youth, shall be governed by and construed in accordance with the laws and regulations of the area in which the procuring entity operates. The contractor shall be required to comply with all applicable federal, state, and local laws, rules, and regulations, as well as any additional requirements set forth by the procuring entity.
- **Termination and Suspension:** SCPa Works, with 30-day advance notice to the provider, may modify or terminate the agreement due to, but not limited to, factors such as
 - Funding decreases;
 - Unsatisfactory performance by the Contractor;
 - Failure to work cooperatively with SCPa Works and/or the PA CareerLink®;
 - Lack of sufficient programmatic services available to customers; and
 - Any other reason as directed by SCPa Works.

SCPa Works, with or without notice to the provider, may terminate the agreement due to serious issues such as, but not limited to,

- Theft;
- Unallowable use of funds;
- Unsafe acts;
- Breach of confidentiality and/or HIPAA violations; and



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- Activities performed by employees or agents of the provider that are not directly related to the specifications outlined in this RFP and constitute a breach of this agreement.
- **Indemnification and Insurance:** Except as otherwise approved by SCPa Works in writing, the following provisions shall apply to every policy of insurance which the Contractor is required hereunder to carry:
 - The form, amount, and coverage of each policy, and the insurer under each policy, which must be duly licensed in Pennsylvania, shall have an AM Best Rating of B+ or higher (or similar Insurance Company Rating Organization);
 - The Contractor shall require each insurance carrier to deliver its certificate of insurance to SCPa Works and to any other party designated by SCPa Works, certifying the applicable insurance provisions herein required;
 - i. Upon the execution hereof, and
 - ii. At any other time upon SCPa Works' request.
 - At least thirty (30) days prior to the expiration of each policy, the contractor shall provide SCPa Works with certificates (or copies of policies) of renewal or replacement policies; in the event of non-renewal or cancellation or material change in coverage, a sixty (60) days notice of such action shall be sent via certified mail to SCPa Works;
 - The Contractor shall not permit any condition to exist and shall not commit any act or omission that would wholly or partially invalidate any insurance;
 - SCPa Works shall be endorsed as an additional insured on all policies, except workers' compensation and professional liability; and
 - The requirements described above are also applicable to any subcontractors hired by the contractor to perform work under this contract.

Proposers must provide appropriate insurance and workers' compensation coverage to customers enrolled in work-experience activities before starting work.

Proposers must agree to obey all OSHA, federal, state, county, and local laws or ordinances in any way pertaining to the requirements of the specification. They shall obtain any and all permits, etc., that may be necessary.

Insurance Requirements (includes participants in paid work activities)

General Liability: \$2,000,000 General Aggregate
 \$2,000,000 Products-Completed Operations Aggregate
 \$1,000,000 Personal & Advertising Injury
 \$1,000,000 Each Occurrence
 \$5,000 Medical Expense (any one person)

Auto Liability: \$1,000,000 Combined Single Limit

Workers' Compensation: Statutory

Employers Liability: Bodily Injury by Accident \$500,000.00 Each Accident

Bodily Injury by Disease: \$500,000.00 Each Employee

Bodily Injury by Disease: \$1,000,000.00 Policy Limit

Umbrella Liability: \$1,000,000

Professional Liability: \$1,000,000



Scope of Work

Purpose of RFP

SCP a Works was awarded the Youth Reentry Grant through the Pennsylvania Department of Labor and Industry in 2022. This RFP is funded fully through this grant and aims to provide assistance to youth who have had interactions with the judicial system, not only those who have been incarcerated, to find meaningful employment. This RFP aims to solicit innovative proposals that will use grant funds to enhance service delivery and outcomes for reentry youth.

Services to be Provided

The selected vendor(s) will be responsible for enrolling and supporting youth by integrating academic and occupational training, establishing direct connections with area employers in high-priority occupations, and providing essential supportive services and mentorship. The vendor(s) will specifically assist Out-of-School Youth aged 18-24 who have been incarcerated or impacted by the judicial system, helping to secure meaningful employment, reduce recidivism and unemployment, and foster pro-social behaviors through mentorship and job retention programs. Additionally, the vendor(s) will enhance participants' exposure to and training in High Priority Occupations while strengthening the collaboration between PA CareerLink®, county criminal justice systems, and PACTT affiliates.

Program Requirements

Applicants must address the following components in their proposals:

1. Recruitment and Reengagement
 - a. Develop a strategy for engaging secondary dropouts, previously incarcerated youth, and those engaged with the justice system;
 - b. Partner with county and state justice systems, PACTT affiliates, and other relevant stakeholders; and
 - c. Collaborate with local PA Careerlink® centers and educational institutions.
2. Employer Partnerships
 - a. Partner with local employers to identify skill gaps and training needs; and
 - b. Provide training aligned with in-demand occupations and High Priority Occupations (HPOs).
3. Mentorship
 - a. Incorporate mentorship programs where mentors provide guidance, support, and encouragement; mentors who have lived experience are preferred; and
 - b. Establish clear pathways for information exchange among project partners.
4. Supportive Services
 - a. Ensure access to housing, transportation, substance use support, literacy and numeracy training, financial literacy, health services, and necessary documentation; and
 - b. Provide work-related tools and attire, educational materials, and other necessary supportive services.
5. Education

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- a. Connect participants to postsecondary educational opportunities and support their enrollment.
6. WIOA Program Connections
 - a. Integrate services with WIOA Youth and Adult programs at the PA CareerLink® to expand opportunities.

Budget

The anticipated budget for this program is up to \$370,000.00. Applicants may propose any amount up to \$370,000.00. SCPa Works may choose to award more than one project. Entities applying as a consortium must detail the budget for each applicant agency. Final budgets will be determined during contract negotiations.

Allowable Costs

- Training, education, supportive service costs, case management, mentorship, recognized assessments, and the creation and maintenance of education and career pathways;
- Staff salaries; and
- Program supplies.

Unallowable Costs

- Pre-award costs;
- Building construction ;
- Procuring lobbying services ;
- All other costs not associated with the direct performance of the award;
- Food;
- Any costs that do not align with the approved grant proposal and/or the notice of grant award; and
- Costs that are unreasonable or unnecessary.

Include all costs for which you request funding through this RFP. All included costs must be reasonable, allowable, necessary, and allocable among the stated cost categories and based on cost principles at 2 CFR 200.

Include a description for each line item presented. For the purposes of this proposal, assume the funds available for this project do not exceed \$370,000.00.

Performance Metrics and Contract Management

SCPa Works has identified an initial set of metrics to work with the selected service provider to monitor and improve programming throughout the duration of the contract. These metrics may evolve and be adjusted over time if needed. The service provider must meet all performance metrics under WIOA guidelines and those established by SCPa Works. The service provider must actively participate in meetings to discuss these performance metrics and provide relative data when requested.

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Performance Metrics	Goal
# of individuals enrolled	40+
# of individuals enrolled in education programs, such as GED or Higher Education	6
# of individuals who received a credential or diploma	25
# of job placements	30
# of interviews	50+
# of individuals/percentage of participants who do not reincarcerate	5%
# of individuals/percentage of participants who obtain self-sustaining or family-sustaining employment	35%
Employment rate in second and fourth quarters after employment begins	80%

Contract Management

SCPa Works is dedicated to fostering strong partnerships with service providers and facilitating ongoing communication and proactive collaboration. To ensure effective oversight and support, SCPa Works will implement a comprehensive monitoring process, including the following components:

1. **Monthly Participant File Reviews:** The Compliance and Strategic Initiatives departments at SCPa Works will conduct monthly reviews of participant files to ensure compliance with program requirements and provide feedback to the service provider for continuous improvement.
2. **Monthly Invoice Review:** The Strategic Initiatives department will monitor expenses and invoicing on a monthly basis.

The contract performance monitoring process outlined in this RFP underscores SCPa Works' commitment to fostering consistent communication, tracking progress, and promoting collaboration between SCPa Works and the selected service provider. Through these efforts, SCPa Works aims to ensure the successful implementation of the contract's goals and maintain high standards of service quality for the youth population.

A. Communication and Reporting

- The selected vendor is required to maintain regular communication with SCPa Works, providing updates on progress challenges and any changes in the scope of work or service delivery.
- Required performance reports must be submitted to SCPa Works as specified in the contract and comply with any applicable local, state, or federal reporting requirements.



B. Progress Tracking and Performance Metrics

- SCPa Works and the selected vendor will establish performance metrics and targets to measure the success of the contract and track progress toward achieving its goals.
- The selected vendor must consistently track and report on these performance metrics, using the data to inform service delivery improvements and course corrections as needed.

C. Collaboration and Course Corrections

- SCPa Works will actively collaborate with the selected vendor to address challenges and design course corrections throughout the contract's duration.
- SCPa Works may schedule regular meetings, site visits, or conference calls with the selected vendor to discuss progress, challenges, and potential adjustments to the scope of work or service delivery approach.
- The selected vendor is expected to be proactive in identifying challenges and proposing solutions, working closely with SCPa Works to ensure the successful implementation of the contract's goals.

General Requirements

A. Legal Requirements

- Compliance with local, state, and federal regulations, including the Workforce Innovation and Opportunity Act (WIOA), Americans with Disabilities Act (ADA), and Equal Employment Opportunity (EEO) laws.

B. Staffing and Organizational Requirements

- SCPa Works' goal is to create programming that is accessible and responsive to the needs of each of the communities we serve. Therefore, it is vital that the provider thoroughly understands and embraces our Community Access Point model and ensures that staff members are mobile and agile in their work locations.
- Staffing levels should be appropriate for funding amounts, and performance metrics should not be excessive.
- It is the vendor's responsibility to ensure proper caseload ratios among staff while considering financial expectations and case fluctuation.
- Proposer must comply with the salary and bonus limitations as established by Public Law 109-234 and outlined in Training and Employment and Guidance Letter (TEGL) 5-06. Failure to comply with this limitation may result in disallowed costs that must be repaid to the fiscal agent. Additional information can be found at www.doleta.gov.
- Staff must be trained to work with youth and employment barriers. Staff must be trained in human-centered design and trauma-informed care.

C. Monitoring and Oversight

- The attainment of program standards is measured at the time of on-site monitoring as well as at other times throughout the course of the contract. Proposers who do not achieve goals or have ineligible expenses will be required to provide specific corrective action. Failure to achieve program goals could result in the provider being placed on probation, loss of funds, and may result in termination of the contract.

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- On-site monitoring will be conducted at least annually. Statistical progress toward the achievement of goals will be monitored on a monthly basis via reports submitted to SCPa Works by the Contractor. Problems with program performance will initiate more frequent on-site visits.
- SCPa Works reserves the right to monitor and audit all projects at any time for contractual terms and programmatic issues as well as compliance with accounting procedures, participant utilization, equal opportunity, ADA, and/or any other requirements mentioned in the Federal Register or as deemed necessary by the United States Department of Labor, or the Pennsylvania Department of Labor and Industry or any other federal, state or local official. The Proposer shall enable SCPa Works' staff to maintain regular, continuing personal contact and communication with participants and agency staff at all program sites.

D. Budget Requirements

- **Funds are limited.** Linkages with existing programs and providers are encouraged and will be necessary to make the program cost-effective. Proposers must describe in their application their capacity to link financially and programmatically with other organizations in the area. Proposers must also describe the linkages, match, and alternate funding.

E. Administrative Requirements

- The Proposer must be capable of supporting its own operation.
- Proposers must demonstrate the administrative capability and fiscal responsibility needed to operate the proposed program and meet federal financial accountability requirements mandated by most federal grants.
- Proposers must ensure compliance with applicable state and federal law, including applicable accounting and financial management principles/requirements, OMB circulars, audit requirements, etc.
- Proposers may be subject to a pre-award survey. This may include but is not limited to a review of proposers record-keeping procedures, management systems, accounting and administrative systems, training facilities, and curriculum.
- In the event of a contract award, the provider shall retain all program records for a minimum of six (6) years following completion of audit and resolution of any questioned costs. If an audit that begins during the six-year period has yet to be completed, the customer case record files must be retained beyond the six-year period until the audit is completed. File storage has been arranged by SCPa Works for three years. Proposers must have adequate secured storage for the two previous program years plus current year files.
- Customer files are considered the property of SCPa Works. Customer files must be provided at the end of the program period or when requested and must be available at all times for review.
- All procurement shall be conducted to provide open and free competition. If a proposal identifies a specific entity (subcontractor or vendor) to provide services, awards made through this RFP do not provide the justification or basis to sole-source the procurement, i.e., avoid competition; therefore, all subcontracted services and vendors must be competitively bid.
- The Proposer must ensure that health and safety standards established under Federal, State, and local laws shall apply to the working or training conditions of participants and that provisions will be made for accessibility of individuals with disabilities to the training



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and/or working facility as required by section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990.

- All customer forms, documents, outreach, and promotional material must contain the following language: “Auxiliary aids and services are available upon request to individuals with disabilities” and “Equal Opportunity Employer/Program.”

Role of SCPa Works

SCP a Works oversees employment and training programs across our region that empower job seekers to obtain new skills and career opportunities and allow businesses to build talent pipelines to help meet workforce demands. This section outlines the role of SCP a Works in supporting the service provider, including administrative and technical support, information access, and other responsibilities that the service provider will not be responsible for.

A. Administrative Support

- **Contract Management:** SCP a Works will manage the contractual relationship with the selected service provider, ensuring compliance with all terms and conditions, monitoring performance, and processing invoices for payment.
- **Reporting and Accountability:** SCP a Works will establish performance metrics and reporting requirements to ensure the service provider’s alignment with the objectives of this RFP. SCP a Works will provide oversight, conduct regular reviews, and address performance issues.

B. Technical Support

- **Guidance on Workforce Development Policies and Regulations:** SCP a Works will provide information and policies on federal, state, and local workforce development policies and regulations.
- **Data and Labor Market Information:** SCP a Works will provide relevant labor market information, workforce data, and other resources to assist the service provider in their strategic planning.

C. Information Access

- **Communication Channels:** SCP a Works will maintain open lines of communication with the service provider, providing updates on policy changes, funding opportunities, and any other information that may impact service delivery.

D. Responsibilities Retained by SCPa Works

- **Strategic Planning and Prioritization:** SCP a Works will be responsible for establishing the strategic direction of workforce development initiatives in the region, including setting priorities, identifying target industries, and allocating resources.
- **Stakeholder Engagement and Partnership Building:** SCP a Works will continue to engage stakeholders across the region, fostering collaboration and partnerships to support the overall workforce development ecosystem.

Submission Requirements

All proposers must adhere to the submission guidelines outlined below to ensure a fair and transparent process. Failure to comply with these instructions may result in disqualification.

A. How to Submit

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- Quotes must be submitted electronically, in PDF format, in RFP360. Hard-copy proposals will not be accepted. The deadline for submission is the end of the day on 9/15/2024.
- To be considered responsive, a proposal must meet all of the criteria outlined in RFP360. Failure to address all requirements of this RFP, to provide required signatures, or to follow the instructions provided in this RFP may result in the proposal not being accepted for consideration.

B. Helpful Tips for Developing a Successful Proposal

- Clearly demonstrate your understanding of the scope of services and requirements outlined in the RFP.
- Provide detailed information on your organization's experience, qualifications, and capacity to deliver the required services.
- Offer innovative solutions and strategies to address the needs of the South Central PA Workforce Development Area.
- Be concise and well-organized, and ensure your proposal is free of grammatical errors.

C. Procedures for Submitting Questions

- Proposers may submit questions regarding the RFP via email to info@scpaworks.org.
- All questions must be submitted no later than ten (10) business days before the RFP deadline.
- Answers to submitted questions will be compiled and shared with all proposers via RFP360 and the SCPa Works website.

Bidders Conference

SCPa Works intends to hold a bidders conference on September 4th, 2024. SCPa Works reserves the right to cancel or reschedule the bidders conference and will send notice via RFP360 and the SCPa Works website if this occurs. The bidders conference will be held virtually, and attendees will be asked to register prior to the conference. Questions may be asked during the conference, but SCPa Works reserves the right to reserve answers until after the conference. Questions and answers will be posted on RFP360 and the SCPa Works website after the conference.

Potential applicants are highly encouraged to attend the conference and should view the conference as an opportunity to ask questions, better understand proposal components, and ask clarifying questions.

Timeline

Request for Proposal Issue Date: 8/16/24

Bidders Conference: 9/4/24

Notice of Intent: 9/6/2024

Proposals Due: 9/15/24

Evaluations: 9/16/2024-9/30/2024

Anticipated Award Notification: 11/7/24

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Anticipated Contract Start: 12/2/24

SCPa Works reserves the right to make changes to the above timeline.

Period of Performance

December 2024-June 30, 2025

Evaluation Criteria and Process

The selection of a contractor or contractors will be based on the following criteria outlined in the proposal.

1. Demonstrated performance of the effectiveness of the agency or organization in delivering comparable or related program services and activities, including the ability to meet specific program design elements that ensure customers are engaged in appropriate activities;
2. Demonstrated ability to meet performance goals, costs, and quality of services;
3. Willingness to cross-refer and collaborate with the PA CareerLink®;
4. A record of fiscal accountability and administrative compliance, including well-established financial management systems and controls;
5. Demonstrated depth of understanding of the requirements outlined in this RFP.
6. Demonstrated depth of understanding of the South Central PA region and serving justice-impacted youth
7. A cohesive, clearly defined plan of services for program participants that aligns with the RFP Scope of Work
8. Inclusion of how mentorship/individuals with lived experience will be incorporated into service delivery

Funds awarded under this proposal shall not be used to duplicate facilities or services currently available in the county with or without reimbursement from federal, state, or local sources. Keep in mind that SCPa Works is looking for the most cost-effective method to deliver the services outlined in this proposal.

SCPa Works will conduct a technical review of proposals to ensure all the technical requirements of the RFP have been met, such as the inclusion of all required attachments. Proposals passing the technical review will be reviewed by the evaluation committee and scored.

1. A panel of SCPa Works will review proposals that meet the general criteria established by the RFP. The review panel consists of SCPa Works Board members, staff, and other knowledgeable individuals appointed by SCPa Works. The proceedings of the review panel are confidential. Members of the evaluation panel are not to be contacted by proposers. Proposers who violate this provision risk exclusion from consideration.
2. Through this review and evaluation process, each review panel member will evaluate each proposal to assess the quality of the proposed services and activities.
3. Upon conclusion of the review and evaluation process, the review panel will vote and recommend their selected provider to the Executive Committee of SCPa Works. After the executive committee discusses and approves the recommendation, it will be made to the full Board of SCPa Works for approval.
4. Program innovation, integration with internal and external partners, and exceptional customer service are expected.

Notification of Award

1. It is expected that final approval of a contractor or contractors will occur during the



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month of December 2024. Proposers will be notified in writing of their approval or rejection as soon as possible. If necessary, contract negotiations will be performed. Contract negotiations aim to arrive at a common understanding of contract essentials such as technical requirements, schedules, participant requirements, costs, terms, reports, payments, etc. A contract consisting of standard contract provisions will then be executed to cover the intended contract period. Additional provisions may be added as deemed necessary.

2. Proposers not selected may request an oral debriefing in writing within five (5) days of receiving a notification letter.

Contract Award

SCP a Works shall award a contract to the responsible and responsive proposer(s) whose proposal is determined to provide the best overall value to SCP a Works regarding its ability to perform the required services, experience, and cost.

Proposers must detail in their proposal their reasons for objection to any part of these terms and conditions and include in their proposal proposed alternate language. Time is of the essence when awarding a contract. Hindrance of the award process due to the extent of a proposer's proposed modifications may have a negative impact on SCP a Works' assessment of that proposal.

No portion of these services may be subcontracted without prior SCP a Works approval.

The contract resulting from the award of this RFP will consist of this RFP (which includes SCP a Works and Fiscal Agents General Conditions), the proposal, and any additional information deemed necessary as a result of the negotiations held with the successful proposer(s).

Questions for vendors:

1. Detail your organization's experience working with reentry youth, particularly those impacted by the judicial system.
2. Describe your organization's strategy for recruiting and re-engaging out-of-school youth aged 18-24 who have been impacted by the judicial system. Detail how you will partner with county and state justice systems, PACTT affiliates, and other stakeholders to reach this population.
3. Explain how your organization plans to collaborate with PA CareerLink® centers and educational institutions to support the target youth. List the specific roles these partners will play in your program.
4. Detail what strategies your organization will use to place participants in meaningful employment opportunities, including how you will track and report job placements and retention rates.
5. Describe how your organization will design and implement a mentorship program for participants. Please detail how mentors will be selected, particularly those with lived experience, and how they will provide guidance, support, and encouragement.
6. Detail what mechanisms your organization will implement to ensure clear and effective information exchange among project partners, including mentors, service providers, and employers.



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7. Detail how your organization will connect participants to postsecondary educational opportunities, such as GED programs or higher education. Document what support will be provided to ensure their enrollment and success.
8. Describe how your organization's program will integrate with WIOA Youth and Adult programs at PA CareerLink®. Note what additional opportunities this integration will create for participants.
9. Provide a detailed budget for your organization's proposed program. List how the funds will be allocated across different cost categories.
10. Detail how your organization will track and report on the performance metrics identified in this RFP. Include what specific data will be collected and how you will ensure its accuracy and relevance.