

RFP/RFQ Questions Received as of February 23, 2026

WIOA and TANF YDP Youth RFP

1. In the WIOA and TANF Youth services RFP there are 2 due dates listed. The cover page notes 3/6 as the due date but the timeline on page 18 states 3/9. Please confirm which is correct.

The correct submission date is Monday, March 9, 2026. The RFP has been updated and uploaded on www.lvwib.org under the WIOA and TANF YDP Youth Program Services RFP section.

2. After reviewing the Youth RFP, and understanding the various WIOA OSY service options, if we are proposing integrated services for multiple options, would it be permissible to submit one proposal (with each option clearly identified throughout) for the proposed integrated services that would impact multiple options to provide the best clarity on the proposed scope of services?

Please follow the directions and submit a separate proposal for each option or the proposal will be deemed non-responsive.

3. Given that the award can be renewed, is it possible to propose funding for summer work experiences in which a specific student would work in June under one contract and July/August under another contract?

Contracts are not written based on an individual participant and are not guaranteed renewal.

4. What guidance can you provide for structuring the request to support a model that would cross budget years?

Please follow the directions and submit a separate proposal for each option or the proposal will be deemed non-responsive. We did not ask for proposals that cross program years.

5. For the Option 2: Academy for 12-14 year old youth. May programming be offered during the regular school week, after school lets out for the day?

Yes, that would be optimum. Be sure to include information on transportation of the youth and location including any costs associated with those services.

6. How many youth providers are currently providing service? Do you anticipate on funding that number of would you consider moving to one provider for both ISY and OSY?

WBLV currently has 5 youth providers. Per the RFP, WBLV is seeking multiple providers.

7. I understand that a separate proposal is needed for each of the Youth option; for TANF YDP ISY Program portion, do you need to submit up to 3 separate options separate for the WIOA ISY option?

There is no WIOA ISY option. Please follow the directions and submit a separate proposal for each option or the proposal will be deemed non-responsive.

8. What are the broken out allocations for the separate program options?

Available funding is stated in the RFP. WBLV has not allocated amount based on options and will negotiate with selected provider(s).

9. Is the certificate from the Pennsylvania Secretary of Commonwealth required with proposal submission?

No. But it is required prior to contract execution.

10. Can we use elect to charge the federally approved de minimis rate (2 CFR 200.414 in the Uniform Guidance) if we do not have a federally approved indirect cost rate?

**Not for profit, non-federal public and government agencies which have never had a negotiated indirect cost rate may opt for the de minimus ICR of 15%
Opting for the de minimus rate will still require a cost allocation plan.**

For-profit entities without an indirect cost rate approved by a federal cognizant agency, will have to negotiate a rate with the WBLV in accordance with 2 CFR 200 guidance.

11. What is the current staffing for each program option?

We cannot tell you what staff you will need for each option. Your program design should dictate needed staff regardless of current program designs. Further there is no requirement to interview or hire staff employed delivering the options.

12. In the RFP, the WIOA OSY Option 4 is titled “Expanding Services” and describes targeted support for a defined subset of OSY participants (approximately 15–25 youth within existing caseloads). However, in the application materials, this same option is labeled “Full Service Out-of-School Youth Services,” which suggests a comprehensive OSY program model rather than a limited or targeted expansion approach. To ensure proposals are aligned with the Board’s intent, could you please confirm whether Option 4 is intended to support a full WIOA OSY service model inclusive of all required program elements, or whether it is intended to fund a narrower, targeted expansion serving a limited number of youth focused primarily on education and work-based learning activities, distinct from the other OSY service options.

This option is intended to fund targeted expansion that leverages funds an organization has to provide youth with WIOA services to assist them in achieving their career goals. WIOA funds are most often used to allow for smaller caseloads, paid internships, transportation and clothing vouchers and more customized services needed by youth with multiple barriers. Services like mental health which fall outside of career counseling would likely be attained for the youth with a referral to an appropriate agency

Youth in this category do not usually opt for post-secondary training although they are not precluded from receiving an ITA

One important clarification is that for WIOA youth regardless of the program design all 14 WIOA youth elements need to be available based on the youth’s need.

It was never envisioned that a provider would be able to provide all 14 elements although many elements are easily available online like financial literacy, citizenship and even one on one tutoring is now offered very easily online for every subject. The most difficult element has been mentoring and USDOL has issued guidance stating that when necessary and appropriate case managers may also serve as mentors.

Option 4 could be used for the expansion of a current program serving this population or the submission of a full-service OSY program.

13. Within the RFP narrative for WIOA OSY Option 4, paid work experience activities are referenced at a rate of \$12 per hour, with wage processing indicated as being handled by WBLV. Can you please clarify whether Paid Work Experience wages (PWE) under Option 4 should be included within the proposal budget, or if these costs are intended to be funded and administered separately through WBLV's budget outside of this contract.

The current rate of the paid work experience activities are \$15.00 per hour. WBLV administers the costs through their budget but can be negotiated with the grantee.

14. If we are to include PWE in the Option 4 budget, can you confirm the \$12/hr rate cited in the RFP reflects WBLV's current required PWE rate, or if a different wage rate is currently being used.

The rate should have read \$15.00/hour.

15. Can an organization submit two proposals?

You may submit as many proposals as you want. If responsive they will all be reviewed. Please see the responses to some of the other questions regarding an application for each option or category.

16. As our email system prohibits large-scale files being sent out, we are concerned with submitting on WORD document including all attachments due to file size. May the submission be a WORD version of only Attachment 1, plus a PDF of it, and then all attachments as PDFs, if all documents are sequentially numbered, page by page, to adhere to the Proposal Order of Documents?

Yes.

17. Will the WBLV accept encrypted emails as our IT system marks them as such when sensitive information is sent? Further, as the size of the proposal documents will be large, will WBLV accept multiple emails if so designated email 1 of X, email 2 of X? If not, are there any submission alternatives (e.g. zipped files, sharepoint retrieval)?

Yes, encrypted submissions can be accepted and multiple emails may be sent. If sending multiple emails include the appropriate subject line as noted in the RFP and with (Email 1 of x) after it.

18. Will we need to submit the 2 Proposer References (Attachment 8)?

Yes, If you have not contracted with the Workforce Board Lehigh Valley in the past 2 years. If you have a current contract, this is not required.

19. The WEX rate in the revised budget still reflects \$12/hr. however, the Q&A states this should be \$15/hr. We are unable to make the change in the excel document, will an updated budget sheet be provided?

Response: This has been corrected. Revised budget form has been uploaded.

20. Also on the Youth budget forms, Proposers Budget - Row 137, Fringe is set at 10% and we believe the current rate is 11.25%. Can you please confirm which is the correct fringe rate and if a new budget sheet will be provided if it is 11.25%.

Response: The 10% is the current fringe benefit. Any amount about that could be discussed during negotiations. Currently, the fringe benefit is set at 11.25% as the incumbent processes the payroll.

21. Is a "WIOA Initiative" the same thing as a WIOA service as defined in the RFP?

Response: Your question is not clear.

22. Regarding the goal of 150 participants: Is this a strict minimum for compliance? If the program serves a smaller cohort (e.g., 100 students) while maintaining high-quality outcomes, would that be considered a failure to meet the core objective, or is there a scaled performance metric?

Respond: Not meeting enrollment goals is a part of performance and would be considered in any decision to refund a contract in Year 2.

23. Many high school seniors complete their required credits by midday and are released at 12:00 PM. If our program operates from 12:00 PM – 2:30 PM, does this timeframe satisfy the "after school" requirements?

Response: It meets the requirement for youth whose schedules end at 12:00 or sometime after. It does not meet the requirement for those dismissed at 3 or later.