Announcement of Request for Proposals (RFP)

Northeastern Workforce Development Board
Workforce Innovation Opportunity Act - Funding
Youth Services

The Northeastern Workforce Development Board (NWDB) is one of Maine’s three Local Workforce Development Boards established to provide direction and oversight of Workforce Innovation Opportunity Act (WIOA) service delivery throughout the state.

Maine’s northeastern region includes Aroostook, Hancock, Penobscot, Piscataquis, and Washington Counties.

To date, the NWDB has successfully integrated its workforce system and programs by building upon a base of strong collaborations with other organizations. The NWDB is requesting proposals with new innovative ideas for the WIOA Youth Program that demonstrates high performance in service delivery, efficiencies in administration and operations, creative uses of technology, social media, and information management. Additionally, the NWDB is looking for collaborative strategies to strengthen and expand WIOA service delivery in alignment with economic development and direct connection to businesses throughout the Northeastern region.

The NWDB, in collaboration and partnership with the Chief Elected Officials of Aroostook, Hancock, Penobscot, Piscataquis, and Washington Counties, developed an RFP for the WIOA Title IB Youth service delivery. The following schedule has been established.

- March 14, 2022: RFP solicitation is published
- April 8, 2022: Proposals are due 4:00pm EDT
- April 15, 2022: Review Committee hosts one hour bidder interviews via Zoom
- April 20, 2022: NWDB Special Meeting to Vote on Review Committee’s Recommendation
- April 22, 2022: Successful bidder is announced
- May 2, 2022: Appeal Letter Due by 4:00pm EDT
- July 1, 2022: Contractors begin PY 2022

Interested parties should check the NWDB’s website to access the RFP and revisit regularly for updates: https://www.northeasternwdb.org/news/.

All questions about the RFP or review process must be submitted in writing no later than 4pm EDT, March 18, 2022. All questions will be responded to in writing and published on https://www.northeasternwdb.org/news/ by 4:00pm EDT on March 23, 2022. Bidders may submit their questions between the dates of March 14, 2022 and March 18, 2022 by 4:00pm EDT to Joanna Russell, Executive Director, NWDB (JRussell@northeasternwdb.org). No questions will be accepted after the time designated above.

Proposals are due April 8, 2022 by 4:00pm EDT.
Throughout the entire RFP schedule, no Northeastern Workforce Development Board member, NWDB staff, or Chief Elected Official from the region may be sought out for advice or assistance. Such communication will constitute grounds for eliminating a proposal submission from consideration. However, bidders may submit logistical or technical questions to JRussell@northeasternwdb.org if related to the RFP itself or proposal submission.

The Northeastern Workforce Development Board and/or Chief Elected Officials from the region reserve the right to amend the RFP process and/or the RFP schedule without advance notification.