



REQUEST FOR QUOTES (RFQ)

Career Services

Issue Date: September 25, 2026

Questions Due: October 16, 2026

Quotes Due: November 2, 2026, 5:00pm

Contact: Melissa Keefe, keefe@goldensierra.com

Background

This solicitation is funded by the Workforce Innovation and Opportunity Act (WIOA). The total value of the resulting subaward, including any renewal terms, shall not exceed the Simplified Acquisition Threshold of \$350,000. The initial subaward term is anticipated to be January 1, 2027, through May 31, 2028, with the option to renew for up to three additional terms. Golden Sierra Job Training Agency (Golden Sierra) will solicit quotes from qualified entities and select the respondent whose quote provides the best overall value based on the evaluation criteria identified in this RFQ.

Purpose

Golden Sierra is seeking a qualified entity to carry out a portion of its WIOA Title I Adult program in Alpine County and the South Lake Tahoe Basin. The selected entity will receive a federal subaward to help eligible adults prepare for, obtain, retain, and advance in employment. Program activities are expected to be accessible throughout the designated service area through an appropriate combination of in-person, virtual, and community-based options. All activities shall support Golden Sierra's program objectives and comply with applicable federal, state, and local requirements.

Golden Sierra anticipates awarding approximately \$60,000 per subaward term. An additional \$50,000 per term may be available for allowable participant training and supportive services. These funds will be retained and administered by Golden Sierra and are not included in the subaward amount.

Scope of Work

Services may include, but are not limited to, the following:

Outreach, Intake, and Eligibility

Conduct outreach and recruitment, provide program orientation and intake, determine WIOA Title I Adult eligibility, and apply applicable priority of service requirements.

Assessment

Assess participants' skills, interests, abilities, goals, barriers, financial resources, and service needs. Develop individualized employment plans, as appropriate.

Career Services

Provide individualized counseling, career guidance, job search assistance, and other allowable WIOA Adult career services.

Training Services

Assess participants for training and facilitate access to occupational skills training and/or work-based learning opportunities.

Case Management and Navigation Support

Coordinate participant activities, monitor progress, address barriers, facilitate supportive services, and make referrals to partners and other community resources.

Follow-Up Services

Provide appropriate follow-up to participants who enter unsubsidized employment in accordance with WIOA requirements.

Reporting and Performance

Maintain complete and timely participant records in CalJOBS, document eligibility and service decisions, track outcomes, and provide required programmatic and fiscal reports.

Quote Requirements and Evaluation Criteria

Golden Sierra will evaluate quotes based on the following criteria and maximum point values.

Quote Requirement	Evaluation Criteria	Points
Organizational Qualifications	Relevant experience and demonstrated capacity to administer WIOA or comparable workforce programs, manage public funds, and successfully provide employment services to adults.	25
Service Delivery Approach	Quality and feasibility of the proposed approach to deliver accessible services in Alpine County and the South Lake Tahoe Basin.	25
Proposed Outcomes	Reasonableness of proposed enrollment and performance outcomes in relation to the proposed service model and characteristics of the service area.	25
Cost Proposal	Reasonableness of costs, contribution of leveraged resources, and overall value to Golden Sierra.	25
	Total	100

Questions

Questions regarding this RFQ must be submitted by email no later than October 16, 2026. Responses that materially affect this RFQ will be posted on Golden Sierra's website.

Submission Instructions

Submit quotes to keefe@goldensierra.com. Quotes must be received no later than 5:00pm on November 2, 2026. Late submissions will not be considered.

Subaward Requirements

The selected entity will be required to enter into a written agreement with Golden Sierra.

Respondents should be aware that the agreement will include:

- Compliance with WIOA, 2 CFR Part 200, 2 CFR Part 2900, applicable state requirements, and Golden Sierra policies.
- Requirements governing allowable costs, financial management, invoicing, supporting documentation, cost allocation, record retention, and access to records.
- Programmatic and fiscal reporting requirements, performance expectations, and monitoring by Golden Sierra.
- Federal and state equal opportunity, nondiscrimination, accessibility, confidentiality, privacy, and data security requirements.
- Federal funding disclosure and public communications requirements.
- Requirements governing procurement, property, and any lower-tier subawards or contracts supported with subaward funds.
- Applicable requirements concerning conflicts of interest, suspension and debarment, lobbying, and other federal assurances and certifications.
- Requirements for audit resolution, corrective action, and repayment of disallowed costs, when applicable.
- General provisions addressing insurance, indemnification, amendments, remedies, termination, and closeout.

Other Terms and Conditions

Golden Sierra reserves the right to amend or cancel this RFQ; reject any or all quotes, in whole or in part; waive minor irregularities or informalities; request clarification or additional information from one or more respondents; conduct discussions, interviews, or negotiations with one or more respondents; and award a contract based solely on the written quotes received, with or without discussions or negotiations, as determined to be in the best interest of Golden Sierra.

Any subaward is contingent upon the availability of funding. Issuance of this RFQ does not obligate Golden Sierra to grant a subaward or reimburse any costs incurred in the preparation or submission of a quote. Quotes submitted in response to this solicitation may be subject to the California Public Records Act and other applicable laws.

Federal Funding Disclosure (Stevens Amendment)

This solicitation is funded by a grant award totaling \$4.36 million (100%) from the U.S. Department of Labor with \$0.00 (0%) financed from non-federal sources.