

The Northern Panhandle Workforce Development Board, Inc. (NPWDB, Inc.) is soliciting Request For Proposals (RFPs) for the management and delivery of On-The-Job Training (OJT) Program & Services in the Northern Panhandle region. OJT Program & Services is defined as training provided by an area employer to a WIOA eligible participant while engaged in productive work. The Northern Panhandle region includes Hancock, Brooke, Ohio, Marshall, Wetzel and Tyler counties and the cities of Wheeling and Weirton. OJT Program & Services is one hundred percent (100%) funded by the Workforce Innovation & Opportunity Act (WIOA) provided by the US Department of Labor. A dollar amount for the OJT Program & Services will be proposed by the bidder for consideration by the NPWDB, Inc. If applicable, a bidder may propose to use non-governmental sources, along with WIOA funds, to help support the OJT Program & Services.

The NPWDB, Inc. will not pay any costs associated with the preparation of the RFP. The NPWDB, Inc. will not be responsible for funding a RFP in whole or part. The NPWDB, Inc. reserves the right to negotiate terms of all or part of a RFP approved for funding.

All bids are due to the NPWDB, Inc., 1245 Warwood Avenue, Wheeling, WV 26003 no later than 4:00 pm on Wednesday, February 17, 2021. Only complete bid will be accepted for review by the NPWDB, Inc.

If a potential bidder would like to request a copy of the bid packet they can contact the NPWDB, Inc. at (304) 231-1170 or pick up a bid packet at the NPWDB, Inc. office, 1245 Warwood Avenue, Wheeling, between the hours of 8:00 am to 4:00 pm from Monday – Friday. Potential bidders may also download the bid packet from the NPWDB, Inc.'s website. Steps to download the bid packet are: STEP 1- Go to <http://www.npworkforcewv.org>; STEP 2 – Click on Request for Proposals; and STEP 3 – Click on the file of choice to open. Any questions about the bid packet should be directed to NPWDB, Inc. staff. NPWDB, Inc. programs are equal opportunity programs. Auxiliary aids and services are available upon request to individuals with disabilities.