

Bid Quotation Sheet
Workforce Innovation and Opportunity Act (WIOA) – Youth Services Program

Workforce Development Board | Adams ▪ Brown ▪ Pike ▪ Scioto
951 Vern Riffe Drive
Lucasville, OH 45648

**Proposal Deadline: Proposal must be received by Crystal Keaton, WDB Area 1 Director,
at 951 Vern Riffe Drive, Lucasville, Ohio 45648
No later than Noon.; local time on July 7, 2023**

Bidder proposes to furnish WIOA Youth Services for a one (1) year period with two (2) one-year renewal options at WDB discretion. Bidder certifies that the cost is in accordance with and as specified in these contracts documents and is at the following quoted prices.

Name of Service Provider: _____

Price Quotation:

YEAR ONE (1)

October 1, 2023, through June 30, 2024 _____ estimated number of youths to serve.

TOTAL DOLLAR AMOUNT REQUESTED FOR YEAR ONE: \$ _____

Youth Services Program Sample Budget

Vendor Name: _____ Program Period: _____

Funds Requested:		
Category		Total Amount
Staff Positions/Salaries		
Subtotal		
Benefits/Payroll Taxes		
Subtotal		
Operational Costs		
Occupancy (Lease)		
Communications		
Utilities		
Supplies		
Travel		
Staff Development		
Equipment		

Insurance		
Professional Fees		
Miscellaneous		
<i>Subtotal</i>		
Program Costs		
Computer Literacy		
Paid Work Experience		
Summer Employment		
Youth Stipends		
Supportive Services		
Training		
<i>Subtotal</i>		
Total Cost		

Note: The Workforce Development Board must approve all vehicle leases and/or purchases. Equipment purchases at or above \$5000.00 also require ODJFS approval, which must be submitted by the Workforce Board.