

**STATEMENT OF WORK  
INNOVATION AND EXPANSIONS PROJECTS  
INVITATION TO QUALIFY (ITQ) CONTRACT**

**OVERVIEW:** The purpose of the Innovations and Expansions ITQ is to qualify responsible and responsive Contractors to provide services to Department of Labor and Industry, Office of Vocational and Rehabilitation (OVR) eligible customers. In addition, Local Public Procurement Units, as defined by the Commonwealth Procurement Code, may use this contract in accordance with the COSTARS Provision contained within the terms and conditions.

These programs will comply with the OVR State Plan and target the development of new strategies and programs that may not be currently available in a District Office's service area. Depending on the availability of funds, OVR will use Title I funds for the development of Innovation and Expansion Projects. OVR is seeking community projects that result in competitive integrated employment of persons with the most significant disabilities, as defined in the Rehabilitation Act of 1973, as amended, by the Workforce Innovation and Opportunity Act of 2014. Competitive integrated employment means work that:

- A. Is performed on a full-time or part-time basis (including self-employment) and for which an individual is compensated at a rate that;
  - 1. Is not less than the higher of the rate specified in section 6(a)(1) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(a)(1)) or the rate required in the applicable State or local minimum wage law;
  - 2. Is not less than the customary rate paid by the employer for the same or similar work performed by other employees who are not individuals with disabilities and who are similarly situated in similar occupations by the same employer and who have similar training, experience, and skills;
- B. In the case of an individual who is self-employed, yields an income that is comparable to the income received by other individuals who are not individuals with disabilities and who are self-employed in similar occupations or on similar tasks and who have similar training, experience, and skills;
- C. Is eligible for the level of benefits provided to other employees;
- D. Is at a location (typically found in the community);
- E. Where the employee with a disability interacts for the purpose of performing the duties of the position with other employees within the particular work unit and the entire work site, and, as appropriate to the work performed, other persons (e.g., customers and vendors), who are not individuals with disabilities (not including supervisory personnel or individuals who are providing services to such employee) to the same extent that employees who are not individuals with disabilities and who are in comparable positions interact with these persons; and
- F. Presents, as appropriate, opportunities for advancement that are similar to those for other employees who are not individuals with disabilities and who have similar positions.

**ISSUING OFFICE:** This ITQ is managed and administered by the Commonwealth of Pennsylvania, Department of General Services (DGS), Bureau of Procurement. All inquiries should be referred to:

Lori Micheals, Administrative Officer  
 Department of Labor and Industry  
 Bureau of Administrative Services  
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 Harrisburg, PA 17101-1914  
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**QUALIFICATIONS:** Contractors interested in becoming an ITQ Contractor must meet the following requirement. Failure to meet the below requirement will result in the application being rejected. Each Contractor that meets the minimum qualifications will be awarded a contract. Award of a contract to a Contractor is not a guarantee of business.

- Contractor must provide documentation showing two (2) years’ experience of demonstrated experience and expertise in providing rehabilitation services to persons who are blind or visually impaired.

**SERVICE CATEGORIES:** Contractors will need to choose the appropriate commodity code(s) to qualify for this contract. Contractors will select the appropriate code(s) under the Business Details section of the qualification process. The Commonwealth may add additional commodity codes as the need arises. The table below lists the appropriate commodity code and description of each service category.

COMMODITY CODE	DESCRIPTION OF SERVICE CATEGORY
86130000-ITQ-149 Provide an Industry Integrated Employment and Training Program for Individuals who are Blind or Visually Impaired	Develop an Industry Integrated Employment and Training Program for Adults. The overall goal is to place OVR/BBVS customers who are blind or visually impaired in competitive employment through an Industry Integrated Employment and Training Project.
86130000-ITQ-150 Expansion of Employment Services into the Rural and Underserved Counties.	Develop and implement the capacity to provide Employment Services including job coaching services in rural and unserved counties to assist individuals with disabilities to obtain or maintain competitive integrated employment.
86130000-ITQ-151 Provide Transition Planning and Services for Students	The key objective for this project is the successful execution of a Transition Planning and Services Project to serve youth/students during the school year and additional months of post-graduation services. The overall goal is to place OVR customers who have the most significant disabilities in competitive integrated employment through this Transition Planning and Services Project.
86130000-ITQ-152 Provide Job Readiness and Placement of Individuals Diagnosed with Autism Spectrum Disorders (ASD)	Develop a Job Readiness program for individuals with Autism Spectrum Disorders (ASD) to reduce social and communication barriers to employment, to increase employment readiness and find and maintain competitive integrated employment through an Employment Readiness and Job Placement project.
86130000-ITQ-153 Provide Employment Readiness Resulting in Competitive Employment for Persons who are	Develop an Employment Readiness Program for OVR customers who are Deaf or Hard of Hearing resulting in competitive integrated employment. The overall goal is to place OVR customers who have the most significant disabilities in competitive employment through an Employment Readiness

Deaf or Hard of Hearing	and Job Placement Project.
86130000-ITQ-154 Provide Employment Readiness and Job Placement Program serving individuals with Mental Health Disabilities	Develop an Employment Readiness Program for OVR eligible customers resulting in competitive integrated employment. The overall goal is to place OVR customers who have Mental Health disabilities in competitive integrated employment through an Employment Readiness and Job Placement Project.
86130000-ITQ-155 Provide an Industry Integrated Employment and Training Program for Individuals with Significant Disabilities	Develop an Industry Integrated Employment and Training Program for Adults. The overall goal is to place OVR customers who have the most significant disabilities in competitive employment through an Industry Integrated Employment and Training Project.
86130000-ITQ-156 Provide Employment Readiness resulting in Competitive Employment	Develop an Employment Readiness Program for OVR Customers resulting in competitive integrated employment. The overall goal is to place OVR customers who have the most significant disabilities in competitive integrated employment through an Employment Readiness and Job Placement Project.
86130000-ITQ-157 Provide for the Replication of Project SEARCH for Students with Disabilities or Youth with Disabilities	Develop Project SEARCH for students with Disabilities or youth with Disabilities, based on the national model for Project SEARCH operating in the Cincinnati Children's Hospital Medical Center in Cincinnati, Ohio. Students with Disabilities and Youth with Disabilities cannot be served in the same project.
86130000-ITQ-158 Provide Pre-Employment Transition Services for Students with Disabilities	Develop Pre-Employment Transition Services for Students with the most significant disabilities. Project will serve students with disabilities in Pre-Employment Transition Services Project resulting in the successful transition of students from high school to Competitive Integrated Employment or post-secondary education.
86130000-ITQ-159 Provide Job Readiness and Placement of Individuals with Disabilities Using Post-Secondary School Campuses as the Community-Integrated Assessment Site	Develop Job Readiness and Placement of Individuals with Disabilities using Post-Secondary School Campuses as the Community-Integrated Assessment Site. Project will serve eligible OVR customers resulting in competitive integrated employment.
86130000-ITQ-160 Provide Job Readiness and Competitive Integrated Employment of Individuals with Disabilities who traditionally have been employed in a Sheltered Workshop	Develop a Job Readiness and Placement Project for Individuals Transitioning from Sheltered Workshop to Competitive Integrated Employment. Project will serve individuals determined eligible for OVR services resulting in competitive integrated employment.

**REQUEST FOR QUOTES (RFQ) PROCEDURES:** Commonwealth agencies will issue an RFQ to qualified Contractors, through the Commonwealth's Custom Portal, powered by the JAGGAER system. Contractors will respond to the RFQ in the system. The requesting agencies may require the qualified Contractors to furnish, upon request, additional documentation in the RFQ. The qualified Contractors selected for the RFQ process will receive a Purchase Order (PO) and will supply the service to meet the specific requirements as indicated in the RFQ.

Agencies will make a best value selection based upon the criteria set forth in the RFQ. Best Value refers to the process of selecting the quote which provides the greatest value to the agency based on evaluating and

comparing all pertinent criteria, including cost, so that the Contractor whose overall proposal best suits the agency's needs is selected for each individual project.