CRS RFP 2024

ATTACHMENT 1-E

Individual Service Form

**Job Placement Services**

COMPLETE ONLY IF YOU ARE APPLYING TO DELIVER

SERVICES IN THE **JOB PLACEMENT SERVICES** CATEGORY

*(Please see CRS RFP 2024 for a description of each service)*

Legal Name of Provider Organization or Individual:

Please check each of the ACCES-VR District Offices where you have capacity to provide these services:

|  |  |  |
| --- | --- | --- |
| **Albany District Office** | **Bronx District Office** | **Brooklyn District Office** |
| **Buffalo District Office** | **Hauppauge District Office** | **Garden City District Office** |
| **Malone District Office** | **Manhattan District Office** | **Mid-Hudson District Office** |
| **Queens District Office** | **Rochester District Office** | **Southern Tier District Office** |
| **Syracuse District Office** | **Utica District Office** | **White Plains District Office** |

A regional breakout by district office can be found in Appendix I of the RFP

**Complete Attachment 2: Capacity Summary to indicate how many units you can provide for each service. Reference the RFP for unit description.**

**Please complete the sections below for each service you/your organization can provide. Reference the RFP for Service Descriptions.**

**You must include the resume of each staff member who meets the qualifications and will provide these services. Indicate on each resume which service(s) the staff member is qualified to provide.**

#### Work Experience Development: (559X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Community Work Experience Wage Reimbursement: (958X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Coaching Supports for Employment: (959X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Deaf and Blind Coaching Supports for Employment: (563X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service, be sure to include your descriptions specifically how you will service this population
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Employment Customization: (510X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Direct Placement Intake: (921X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Job Seeking and Job Development Services: (929X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Job Seeking and Job Development Deaf and Blind Services: (935X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service, be sure to include your descriptions specifically how you will service this population
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Job Placement: (931X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Job Placement Deaf and Blind Services: (936X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service, be sure to include your descriptions specifically how you will service this population
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Job Retention Services: (932X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Job Retention Deaf and Blind Services: (937X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service, be sure to include your descriptions specifically how you will service this population
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

#### Quality Wage Incentive for Vendor: (933X)

1. Can you/your organization provide this service as outlined in the RFP?

Yes  No

1. Describe how you would provide this service.
2. Do your staff meet the required staffing qualifications as outlined in the RFP? (Provide resumes of all current staff) If not, what is your staffing plan to acquire staff to meet these requirements?

Yes  No

If no, explain staffing plan including job description

1. Are you/your staff capable of handling the number of units you are requesting on Attachment 2: Capacity Summary? If not, what is your staffing plan to meet that requested capacity?

Yes  No

If no, explain staffing plan including job description

**Reminder: You must include the resume of each staff member who meets the qualifications and will provide these services. Please indicate on each resume which service(s) the staff member is qualified to provide.**

**Bidder Contact Information:**

Contact Person for these Services:

Phone Number of Contact Person:

E-Mail Address of Contact Person: