

Procurement Summary

Basic Information

Procurement Title: CareerAdvance Program

Agency: Human Resources Administration

Agency Email Contact: accoprocurements@hra.nyc.gov

The Human Resources Administration (“HRA” or “Agency”) seeks to update its entire set of workforce services to orient them toward increased opportunities for education and toward long-term self-sufficiency outcomes. With the new CareerAdvance program, HRA intends to use a sector-based model to focus attention on the career-readiness, workplace retention, advancement, and long-term self-sufficiency of clients. The Request for Proposals (RFP) will seek up to seventeen (17) qualified service contractors to operate CareerAdvance programs throughout the City.

Selected vendors will provide Pre-employment and job placement services, retention and advancement services, apprenticeships/internships, and financial counseling.

HRA envisions a three-tier assessment process as a result of the re-engineering of systems and operations workflow. The first tier would consist of clients having the option to respond to questions at computer banks located within HRA Job Centers. The second tier, conducted by an HRA worker at Job Centers, would seek additional information to determine whether the clients need referral to other HRA programs, for example, domestic violence or medical and/or mental health, or substance use treatment services.

Concept Report Link: <http://www1.nyc.gov/site/hra/business/concept-papers.page>

HHS Accelerator Service Applications: To receive this RFP in the HHS Accelerator system, you must have an approved Service Application for **at least one** of the following:

- Job Placement Services
- Job/Vocational Training
- Work Readiness