



Request for Proposals (RFP)

Pre-Weatherization Training Providers Renewable Energy Training Initiative (RETI) Issued by: RochesterWorks, Inc.

Release Date: 11/20/25

I. Purpose / Introduction

Through this Request for Proposals (RFP), RochesterWorks, Inc. ("RW") invites proposals from qualified training providers to deliver occupational skills training programs under the New York State Department of Labor's (NYSDOL) Renewable Energy Training Initiative (RETI), administered through the Office of Just Energy Transition (OJET). This RFP seeks to contract with eligible providers of training services in order to support the training of multiple individuals in the clean/renewable energy sector in general and more specifically, to provide training in pre-weatherization activities, as defined in Section IV.

Training will be funded through RETI allocations to RochesterWorks and will be contracted directly with selected providers, pursuant to Section 4 of NYSDOL Policy Guidance Letter ([PGL](#)) #24-03.1, issued October 2025.

RochesterWorks will issue contracts to training providers for RETI-funded programs. Training funded through this RFP must be completed by March 31, 2026.

II. About RochesterWorks, Inc.

RochesterWorks (RW) was established in 2000 and is the largest workforce development initiative in the Greater Rochester area. On behalf of the Monroe County-Rochester Workforce Development Board (WDB), it provides employment and training services to Monroe County residents through three local career centers and one specialized youth employment services center, funded primarily through the Workforce Innovation and Opportunity Act (WIOA).

A registered 501(c)(3), RW provides a unique set of customized services to businesses and job seekers at no cost, preparing a skilled workforce and connecting them with opportunities in our region. It also offers additional programming serving a variety of constituencies, including lower-income teenagers, adult public assistance recipients, individuals in recovery from substance use disorder, re-entry populations, and individuals with disabilities. In addition to being a programming provider, RochesterWorks serves as the coordinating entity for the local workforce development system, ensuring coordination across multiple partners and sectors.

III. About the RETI Initiative

The Renewable Energy Training Initiative (RETI) is a statewide initiative launched by the New York State Department of Labor's Office of Just Energy Transition (OJET), funded through the New York Power Authority (NYPA). RETI supports New York's Climate Leadership and Community Protection Act (CLCPA) goals by investing in local workforce systems to upskill and reskill workers for emerging clean-energy careers.

Key objectives include supporting displaced fossil fuel workers, providing equitable access to training for residents of [Disadvantaged Communities \(DACs\)](#), building capacity in clean-energy occupations such as building electrification, renewable energy, and EV infrastructure, and funding wraparound supports that enable participant success.

Through a Notice of Obligational Authority ("NOA") issued on October 17th, 2025, NYSDOL has made available up to \$100,000 in RETI funding to RochesterWorks, on behalf of the Monroe Local Workforce Development Area (LWDA).

The Monroe County/Rochester Workforce Development Board has determined that it would be most appropriate to award a contract to an institution of higher education or other eligible provider of training services in order to facilitate the training of multiple individuals in the clean/renewable energy sector in general, and more specifically for training in pre-weatherization to address severe conditions in a home that would typically render weatherization measures unsafe or ineffective. Examples of pre-weatherization instructional programming are outlined in Section IV of this RFP.

IV. Scope of Services

Selected providers will design and deliver occupational training leading to industry-recognized credentials in the categories outlined below.

Training must be cohort-based, incorporate employer partnerships, and include wraparound services.

Eligible training programs will provide cohort-based training of groups of participants in the clean/renewable energy sector in general, and more specifically, training in pre-weatherization to address severe conditions in a home that would typically render weatherization measures unsafe or ineffective, such as:

- Roof leaks
- Floor, framing, and foundation damage
- Mechanical systems (furnaces, hot water heaters, and electrical panels);
- Plumbing leaks
- Issues leading to standing water in basements
- Damaged or missing gutters or downspouts; and
- Removal and remediation of mold, vermiculite, asbestos, knob-and-tube wiring, and lead-based paint.

Training must be completed no later than March 31, 2026.

V. Participant Eligibility

Participants must be, at a minimum, age 18 or older. At least 40% of participants in training funded through this RFP must reside within DACs, and priority for participation must be given to individuals with additional barriers to employment, which, as provided in WIOA Sec. 3 (24), includes:

- Displaced homemakers
- Indians, Alaska Natives, and Native Hawaiians (as such terms are defined in 29 USCS §3221)
- Individuals with disabilities (including youth with disabilities and recovering addicts)
- Older individuals (ages 55 and over)
- Formerly incarcerated individuals
- Homeless individuals or homeless children and youth
- Youth who are in or have aged out of the foster care system
- Individuals who are English Language Learners, have low levels of literacy, or those facing substantial cultural barriers
- Eligible migrant and seasonal farmworkers
- Single parents (including single pregnant women)
- Long-term unemployed individuals
- Individuals within two (2) years of exhausting lifetime eligibility under Part A of Title IV of the Social Security Act.

For purposes of the program, Veterans, Temporary Assistance for Needy Families (TANF), and Supplemental Nutrition Assistance Program (SNAP) recipients are also considered individuals with a barrier to employment.

VI. Deliverables and Performance Outcomes

Providers will be held to performance outcomes - including enrollment, completion, credential attainment, job placement, and retention. RochesterWorks program staff shall be responsible for entering data into the OJET RETI One-Stop Operating System (OSOS); however, training providers shall be responsible for documenting and submitting participant training data to RochesterWorks staff for entry.

VII. Proposal Requirements

Qualified proposals to this RFP must include:

- A. **Organizational Profile**, including experience providing training aligned with the Scope of Services in Section IV of this RFP.
- B. **Training Plan**, including curriculum, credential(s) awarded to participants upon completion of training, and the number of participants the program will serve through this RFP.

- C. **Employer Partnerships**, including past experience working with employers to ensure participants are placed and retained in employment. Training providers should include any employer partnerships they will engage during training and upon completion to ensure participants have avenues to quality employment
- D. **Participant Recruitment Strategy**. Responses should articulate experience and track record with engaging, recruiting, training, and placing into employment participants from marginalized communities that overlap with the [Disadvantaged Communities](#) that the RETI initiatives prioritized.
- E. **Budget**. Per participant funding levels are consistent with NYSDOL's RETI guidance:
- up to \$10,000 per participant for dislocated worker, adult, or new hire participants, and
 - up to \$7,000 for incumbent workers.

Additional consideration will be given to proposals that are able to provide training at a per participant cost below the maximum allowed by NYSDOL.

Administrative costs are capped at 10% of total expenditures.

Allowable uses of RETI funding include staffing; training delivery; participant supports, such as transportation, childcare, housing, food; and equipment purchases under \$1,000 (higher amounts require prior approval). *All budget lines should be itemized with detailed per-unit costs.*

Submitted budget shall include all costs associated with training, including costs not proposed to be funded through this RFP.

VIII. Evaluation Criteria

Proposals will be evaluated based on the following weighted criteria:

- Qualifications and Experience of Training Provider (Organizational Profile section) – **25%**
- Quality of Credential(s) Awarded & Employer Alignment (Training Plan and Employer Partnerships sections) – **20%**
- Outreach & DAC Inclusion Strategy (Participant Recruitment Strategy section) – **20%**
- Cost Effectiveness (Budget) – **25%**
- Wraparound Support Integration (Budget) – **10%**

IX. Contractual Status

This RFP does not bind RochesterWorks, Inc. RochesterWorks assumes no responsibility for costs incurred in the preparation of a proposal or related activities. RochesterWorks reserves the right to amend or withdraw the RFP at any time in its sole discretion before the execution of a contract. The RFP is not a contract offer. The only

binding document will be a contract executed with the successful proposer after selection and negotiation.

X. Submission Instructions and Timeline

Proposals must be submitted electronically by Friday, December 12th, 2025, at 4:30 PM to:

Lee Koslow

Director of Workforce System Performance, RochesterWorks, Inc.

Email: lkoslow@rochesterworks.org

Questions must be submitted to the same contact no later than Wednesday, December 3rd, 2025, at 4:30 PM. Responses to all questions will be published on the RochesterWorks website no later than Friday, December 5th, 2025 at 4:30 PM EST.

Timeline

RFP Release: Thursday, November 20th, 2025

Questions Due: Wednesday, December 3rd, 2025, 4:30 PM EST

Proposal Due Date: Friday, December 12th, 2025, 4:30 PM EST