

**CAPE FEAR
WORKFORCE
DEVELOPMENT
CONSORTIUM**
SUCCESS THROUGH PARTNERSHIP

**Intention to Bid PY 2025
Workforce Innovation & Opportunity Act
Adult/Dislocated Worker/One Stop Operator**

The Cape Fear Workforce Development Board is procuring for the delivery of services in Brunswick, Columbus, New Hanover and Pender Counties. Services are scheduled to begin July 1, 2025, and end June 30, 2026. We require that bidders submit an intent to bid form (non-binding) on or before Thursday, March 6, 2025, by 4:00 p.m. Forms may be mailed, emailed or hand delivered. An Intent to Bid form received after 4:00 p.m. will not be considered. Submission of an Intent to Bid form is required to participate in the Request for Proposal (RFP) process. The proposals will be for one the programs listed below:

- Adult, Dislocated Worker, One Stop Operator

There will be a bidder’s conference as listed below. All parties interested in bidding are encouraged, but not required, to attend this conference.

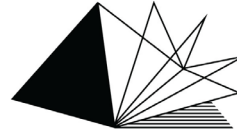
Program/Service	Date/Time	Location
Title I Adult, Dislocated Worker, One Stop Operator	March 6, 2025 10:00 am – 12:00 pm	Cape Fear Council of Governments’ Conference Room, 1480 Harbour Drive, Wilmington, NC (910) 395-4553

All Bidders are encouraged to attend. However, bidders may participate via Zoom. If you would like to participate virtually, please request via email to Brian Jackson at bjackson@capefearcog.org no later than Wednesday, March 5, 2025. The mandatory Intent to Bid form will be accepted at the Bidders’ Conference. Bidders should become familiar with the Cape Fear WDB “Request for Proposal” prior to the conference and be prepared to discuss any questions or issues requiring clarification.

An organization must bid on and provide the services in the county or counties selected on the attached form.

Thank you for your interest in providing services to customers in the Cape Fear Workforce Development Area.

*Equal Opportunity Employer/Program
Auxiliary Aids and Services are Available Upon Request to Individuals with Disabilities*



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**LETTER OF INTENT to BID FORM
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
Program Year 2025 (July 1, 2025 – June 30, 2026)**

Through the completion of this form, our organization is acknowledging an interest in participating in the Cape Fear Workforce Development Board’s Request for Proposal procurement process to provide Programmatic services as outlined in the 2025 Request for Proposal under the Workforce Innovation and Opportunity Act (WIOA).

The counties listed below are open for competitive bid through a Letter of Intent in the CFWDB’s service area. Please indicate with “YES” in the table below which county/counties and which program/services your organization is interested in submitting a bid.

County	Adult ,Dislocated Worker, OSO
Brunswick	
Columbus	
New Hanover	
Pender	

Authorized representatives of our organization have received and read the accompanying 2025 Request for Proposal regarding the provision of program services and One-Stop Operator services and we believe our organization is qualified to bid upon these services. We understand that receipt of this completed form by 4:00 p.m. on March 6, 2025, is a prerequisite for our organization’s participation in the CFWDB’s Request for Proposal process.

You may print or type the information in the table below:

Organization Name:
Address:
Telephone Number:
Email:
Signatory Authority Name/Title (Print or Type):

Authorized Signature

Date

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