



WIOA Title I & One-Stop Operator Procurement Process

WWDC to determine the procurement process for selecting the one-stop operator and Title I service providers.



Roles & Responsibilities of the One-Stop Operator

For more detailed information, please refer to the WWDC 2024 Procurement Document discussed during Sept & Nov meetings (available in OnBoard)



One-stop Operator Roles & Responsibilities

Requirements

(20CFR 678.620(a) & WIOA § 121(d)(2)(A))

- Coordinate service delivery of required one-stop partners & service providers
- Integrate systems and coordinate services for the one-stop centers and partner agencies
- Integrate workforce service delivery by function
- Coordinate partner agencies and partner's program
- Other roles & responsibilities as determined by the WWDC and federal law.
- Additional requirements as set forth in the 2021 One-stop Partners Infrastructure Agreement, Attachment A.



One-stop Operator Roles & Responsibilities

Prohibitions

(20CFR 678.620)(b))

- Assist with the development, preparation & submission of the State Plan
- Manage or assist in the procurement process for selecting operators, career service providers, or youth service providers
- Negotiate performance accountability measures
- Develop budgets for WWDC-required activities
- Be responsible for oversight of itself



Procurement Requirements & Options



Procurement Options

Request for Proposal (RFP)

- RFP one-stop operator
- RFP Title I services as a whole
- RFP Title I services separately or a combination thereof
 - Adult services
 - Dislocated workers' services
 - Youth services

Sole-source Selection (Bid Exception)

- One-stop operator
- RFP Title I services as a whole
- RFP Title I services separately or a combination thereof
 - Adult services
 - Dislocated workers' services
 - Youth services



Procurement Requirements: Single-area States

- WIOA sec. 106(d)(2) requires single area states' Workforce Development Boards (WDB) to administer the competitive process to select a one-stop operator
- Competitive process must be conducted every four years
- Competitive process for the one-stop operator(s) cannot be waived
- WWDC cannot designate or certify a one-stop operator without a competitive process
- WIOA does not provide authority to "grandfather" an existing one-stop operator



Procurement Requirements: Single-area States, cont'd

- When sole source procurement is determined necessary and reasonable, written documentation must be prepared and maintained concerning the entire selection process (20CFR 678.610)
- Sole source procurement must include appropriate conflict of interest policies and procedures in accordance with 20CFR 679.430
- WDBs may select a one-stop operator through sole-source procurement with the agreement of the Governor



Questions & Answers from Earlier Discussions



Q: How do other single-area states conduct their procurement process?



Single-Area States One-Stop Operator & Title I Services Procurement

State	One-Stop Operator			Title I Services (Adult, Dislocated Worker & Youth)		
	RFP	Sole-source	Awardee	RFP	Sole-source	Awardee
South Dakota	X		SDDOL		X	SDDOL
North Dakota		X	NDDOL		X	NDDOL
Delaware	X		Non-state agency	X		Non-state agency
Utah		X	UDWS		X	UDWS
New Hampshire	NO RESPONSE					
Vermont	X		VDOL	X		VDOL



Single-Area States One-Stop Operator & Title I Services Procurement Comments & Additional Information

- **South Dakota**
- We do a RFP every four years and our Workforce Development Council selects the operator and enters into an agreement.
- Director of Field Operations (SDDOL) has been selected and served as the One Stop Operator.
- Director of Field Operations oversees the personnel in the AJCs
- Director of Workforce Development (SDDOL) oversees the policy and programs carried out by the AJCs
- WDC has an outside entity complete a fiscal audit at least one time throughout the agreement time period. These are reported to the WDC.



Single-Area States One-Stop Operator & Title I Services Procurement Comments & Additional Information

- **North Dakota**
- The Workforce Development Council (SWIB) conducted an initial RFP process during the implementation of WIOA.
- Since 2019, we have sole-sourced the One-Stop operator responsibilities.
- We have a MOU with the Governor and our SWIB (Workforce Development Council) that defines our responsibilities and is signed by our Workforce Partners.
- Our ED is appointed by the Governor and of course is a sitting member of our board (Workforce Development Council).
- Workforce centers report to the WDC ED



Single-Area States One-Stop Operator & Title I Services Procurement Comments & Additional Information

- Delaware
- WIOA Youth is done through an RFP.
- One Stop Operator is selected through an RFP/RFA/RFI type process (OMB Posted)
- Title I is done through the RFP process.
- Other programs have been done both Sole-Source and through RFPs based on OMB procurement procedures and policies.



Single-Area States One-Stop Operator & Title I Services Procurement Comments & Additional Information

Utah

- No additional comments/information provided

New Hampshire

- No response

Vermont

- No additional comments/information provided



Q: Who would an RFP be sent to?



Who would an RFP be sent to?

RFP Process

- Public Purchase (state procurement system)
- Any potential vendors identified by the WWDC

Considerations

- Minimal funding available for One-stop Operator
- Newly selected operator(s) may be unfamiliar with local conditions
- One-stop operator experience



Next Steps:

WWDC to determine:

- Procurement option (RFP or sole-source) for One-Stop Operator –vote required
- Procurement option for the Title I Service Provider (youth, dislocated worker, adult)—vote required