



Monterey County

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Board Report

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Matter Type: General Agenda Item

In its role as Chief Elected Official for the local Monterey County workforce area, approve the application for the Monterey County Workforce Development Board to be the One Stop/America's Job Center of California (AJCC) Operator for program year 2017-18, effective July 1, 2017

RECOMMENDATION:

It is recommended that the Board of Supervisors:

In its role as Chief Elected Official for the local Monterey County workforce area, approve the application for the Monterey County Workforce Development Board to be the One Stop/America's Job Center of California (AJCC) Operator for program year 2017-18, effective July 1, 2017

SUMMARY/DISCUSSION:

Background

On December 19, 2016, the California Employment Development Department (EDD) issued a final directive (Workforce Services Directive 16-14) providing guidance and establishing procedures regarding the selection of American Job Center of California (AJCC)/One Stop Operators and Workforce Innovation and Opportunity Act (WIOA 2014) Career Services providers applicable to all local workforce development areas (Local Area). Workforce Services Directive 16-14 implemented a new WIOA requirement that each Local Area must competitively procure its AJCC Operator. The Monterey County Workforce Development Board (WDB) expected the AJCC Operator to have a full time physical presence at the Salinas One Stop and to provide oversight of the two satellite locations, in Marina and Greenfield, and to fulfill its responsibilities in coordination with and under the direction of the WDB. Ideally, when the AJCC Operator acts as the local service delivery coordinator, Local Boards are able to focus on strategic planning and developing partners at the local and regional levels.

AJCC Operator Role and Responsibilities

The role of the AJCC Operator includes the following:

- Coordinating the service delivery of required AJCC partners and service providers.
- Ensuring the implementation of partner responsibilities and contributes agreed upon in the Memorandum of Understanding: Phase I (shared customers and services among mandated AJCC system partners) and Phase II (shared costs and financial contributions of mandated AJCC system partners).
- Reporting to Local Boards on operations, performance, and continuous improvement recommendations.
- Implementing policies established by Local Boards.
- Adhering to all applicable federal and state guidance.

AJCC Operator Procurement Process

The WDB appointed the Monterey County Assistant Chief Administrative Officer as its agent to conduct the competitive procurement of the AJCC Operator for the Monterey County local workforce area. Monterey County contracted with the California Workforce Association (CWA) to develop a Request for Proposal (RFP) for the AJCC Operator and to provide technical consulting expertise in the design, oversight, and evaluation process. The Monterey County Contracts and Purchasing Department issued a Request for Proposal (RFP) on behalf of the WDB to procure a single service provider to serve as its AJCC Operator on March 16, 2017, in the amount of \$75,000. Information on the AJCC Operator RFP was sent out to over 50 agencies in Monterey County. The RFP for the AJCC Operator was open for five weeks; a pre-bidder's conference was convened on Wednesday, March 22, with only one proposer in attendance. A single proposal, from the Monterey County Office of Economic Development's-Office for Employment and Training (MCOED), was received by the April 21, 2017 submittal deadline.

A panel, convened by CWA and consisting of workforce professionals from throughout California, reviewed the proposal on May 1, 2017. The proposal was evaluated on three key areas with a total of a 100 maximum points possible, the areas they evaluated on were:

- Quality of Design 40 points
- Agency Organizational and Financial Proposal 40 points
- Performance Standards and Data Collection 20 points

MCOED received an average score of **49** from the review panel. Some of the concerns of the review panel were:

- No details on firewall - process and structure;
- No details on AJCC Operator responsibilities;
- No discussion and coordination with partners;
- Lack of specifics on program design and performance;
- No information on referrals to partners; and
- Budget did not include appropriate justifications or cost allocations.

The WDB decided against moving forward to fund MCOED's proposal due to the low score and incomplete information in the proposal.

AJCC Operator Waiver Rationale

The procurement is deemed a failed procurement as there was insufficient competition and the sole submittal was incomplete and did not demonstrate ability to effectively perform the duties and responsibilities of an AJCC Operator. Therefore, it becomes necessary for the WDB to request a waiver to be the AJCC Operator for the Monterey County local workforce area in order to be in compliance with the WIOA requirement to have an OSO in place by July 1, 2017. To be considered for the waiver, the WDB must have successfully participated in a competitive procurement process. By releasing the AJCC Operator RFP and receiving a response, the WDB has satisfied this requirement. Additional requirements include obtaining approval to submit the waiver from both the WDB Chair and the Chief Elected Official, the County Board of Supervisors, which is the subject of this request. The Local Area is requesting a waiver for the

Local Board to be the OSO as this is the sole means to meet the WIOA deadline for having an AJCC Operator in place by July 1, 2017. The waiver would also allow the WDB to reissue a RFP for an AJCC Operator within the next six months so that an AJCC Operator would be in place by July 1, 2018.

Timeline for AJCC Operator Waiver Approval and New Operator Procurement Process

- June 7, 2017: Present recommendation to and seek approval from the Monterey County Workforce Development Board for the Workforce Development Board Chair to sign the application on behalf of the Workforce Development Board.
- June 27, 2017: Seek approval from the Chief Elected Official, the Monterey County Board of Supervisors, for the Monterey County Workforce Development Board to ask for the Governor's approval that it be the AJCC Operator and to submit the application to the California Workforce Development Board.
- June 30, 2017: Submit the application and supporting documents to the California Workforce Development Board.
- July 2017: The California Workforce Development Board will notify the Monterey County Board of Supervisors, as Chief Elected Official for the Local Area, of its determination on the waiver application.
- December 2017: Release of a new/revised AJCC Operator RFP.
- March-June 2018: Operator selection and contract development for services to begin July 1, 2018.

OTHER AGENCY INVOLVEMENT:

The Workforce Development Board approved the submittal of this application to the Board of Supervisors on Jun 7, 2017.

FINANCING:

There is no financial impact to the General Fund from approval of this recommendation.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

X Economic Development: Through collaboration, strengthen economic development to ensure a diversified and health economy.

Administration:

Health and Human Services:

Infrastructure:

Public Safety:

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ATTACHMENTS:

AJCC/One-Stop Operator Application