

**Bidder's Conference
WIOA One-Stop Operator Services
PA CareerLink® Pittsburgh and Allegheny County**

December 2022



Agenda

- **Introduction**
- **Bidder's conference overview**
- **Context**
 - Partner4Work
 - WIOA and PA CareerLink®
- **RFP and proposals**
 - RFP overview
 - Proposal considerations
 - Questions



Bidder's Conference

- **Purpose**
 - Provide information to interested parties
 - Provide an opportunity to ask questions
- **Questions**
 - Ask questions during the conference using chat
 - Submit questions after the conference to Partner4Work via email - RFP@partner4work.org
- **RFP information**
 - The RFP and related documents provide the official record
- **Presentation slides to be posted**



Partner4Work

- **Partner4Work is the Workforce Development Board for Pittsburgh and Allegheny County**
 - Dedicated to developing a thriving workforce in the Pittsburgh area
 - We design, fund, and support a portfolio of workforce programs and initiatives for adults and youth to meet the needs of employers, job seekers, and workers
- **Functions of a workforce development board**
 - Direct federal, state, and local funding to workforce development programs
 - Provide oversight and coordination of local workforce services
 - Provide oversight and coordination of operations and services at PA CareerLink®
 - Develop local and regional workforce strategies
 - Conduct and publish research on needs of the regional economy



The Workforce Innovation and Opportunity Act (WIOA)

- **Signed into law on July 22, 2014**
- **Helps job seekers access employment, education, training, and support services to succeed in the labor market**
- **Helps employers find the skilled workers they need to compete in the global economy**
- **Requires states to align their workforce programs and coordinate the needs of job seekers and employers**
- **Charges workforce development boards to shape vision for the workforce system and lead implementation of WIOA**



PA CareerLink[®]

- **WIOA requires comprehensive one-stop centers**
 - A physical location where job seekers and employers can access the programs, services, and activities of required one-stop partners ... must provide access to (1) career services; (2) training services; (3) employment and training activities; (4) programs carried out by one-stop partners; and (5) labor market information
- **PA CareerLink[®]**
 - Registered trademarked name of PA's one-stop service-delivery system, including each one-stop center and public facing aspects of the online job matching system
 - Designed to provide a full range of assistance to job seekers under one roof; training referrals, career counseling, job listings, and employment-related services



PA CareerLink[®] & Partner4Work

- **Administer WIOA funding**
- **Establish local workforce development policies**
- **Develop and manage the budget with partners**
- **Facilitate the One-Stop Partner MOU**
- **Conduct PA CareerLink[®] certification**
- **Foster connections with employers, partners, and others**
- **Provide labor market information, program data, and analysis**

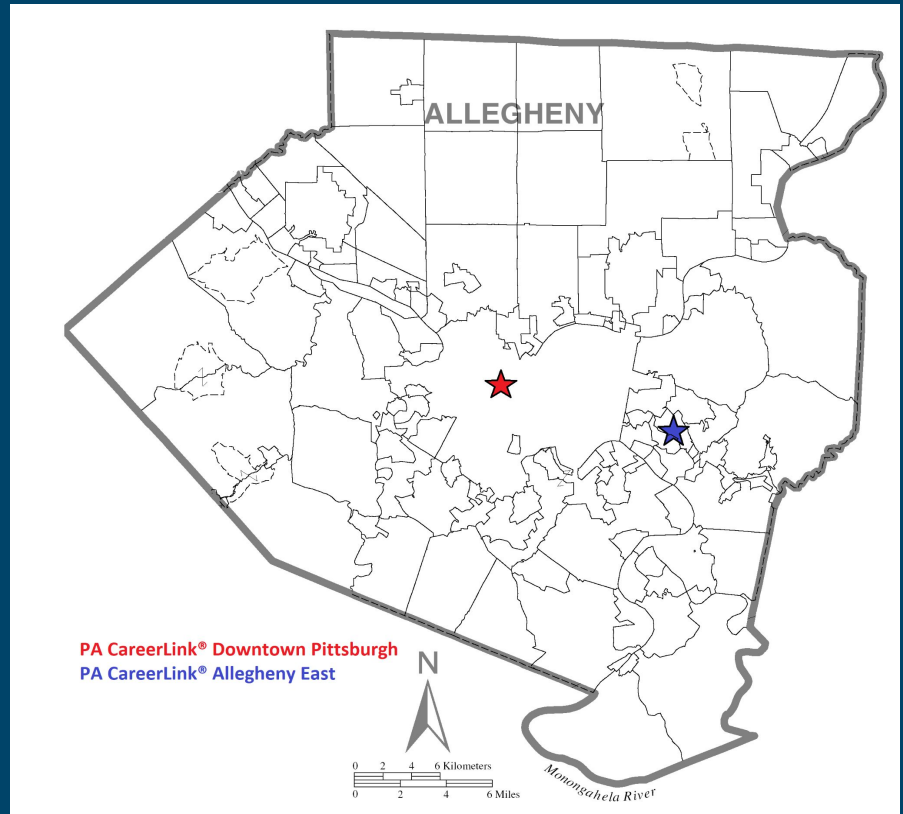
PA CareerLink® Center Locations

Downtown Pittsburgh

- 914 Penn Avenue
Pittsburgh, PA 15222

Allegheny East

- 2040 Ardmore Boulevard
Pittsburgh, PA 15221





PA CareerLink® Downtown Pittsburgh



- **914 Penn Avenue**
- **Renovated for relocation**
- **New furniture and technology**
- **Approximately 15,000 square feet**
- **35 to 40 staff members**
- **Multiple one-stop partners**



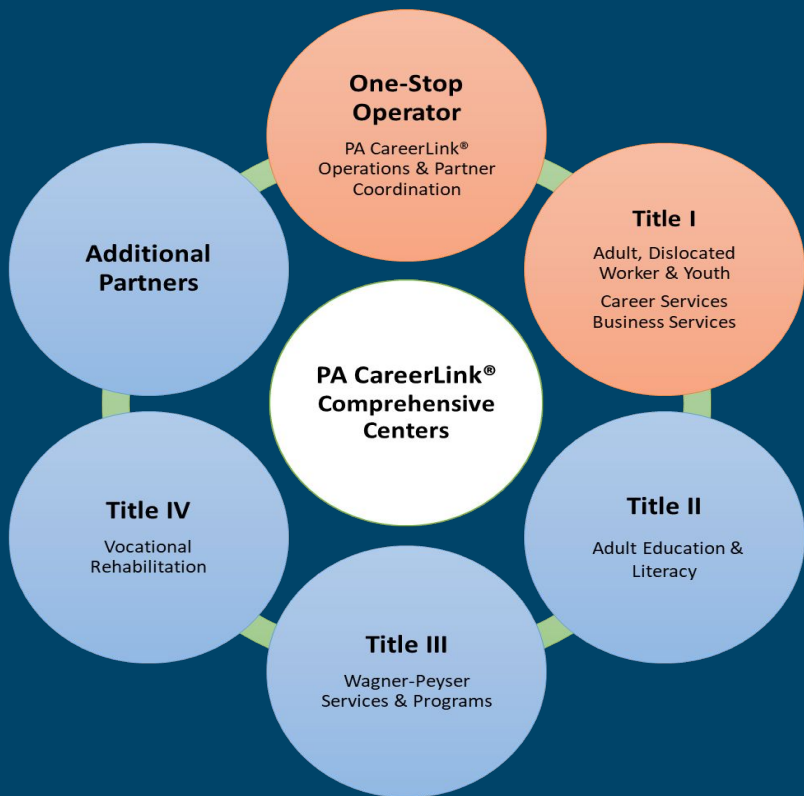
PA CareerLink[®]

Allegheny East



- 2040 Ardmore Boulevard
- Approximately 10,000 square feet
- 25 to 30 staff members
- Multiple one-stop partners
- Long-time location
- Subject to change

One-Stop Partners



Required Department of Labor programs	
Adult (WIOA title I formula)	Senior Community Service Employment Program (title V of the Older Americans Act of 1965)
Dislocated Worker (WIOA title I formula)	Trade Adjustment Assistance activities (Trade Act of 1974, as amended)
Youth (WIOA title I formula)	Jobs for Veterans State Grants (Chapter 41 of title 38)
YouthBuild (WIOA title I)	Unemployment Compensation programs
Indian and Native American Programs (WIOA title I)	Wagner-Peyser Act ES, as authorized under the Wagner-Peyser Act, as amended by WIOA title III
National Farmworker Jobs Programs (NFJP)/Migrant and Seasonal Farmworker Programs (WIOA title I)	Reentry Employment Opportunities (REO) program (formerly referred to as the Reintegration of Ex-Offenders (ReXO) program) (Section 212 of the Second Chance Act of 2007 and WIOA sec. 169)
Job Corps (WIOA title I)	
Required Department of Education programs	
AEFLA program (WIOA title II)	Career and technical education programs at the postsecondary level, authorized under the Carl D. Perkins Career and Technical Education Act of 2006
State VR program, authorized under title I of the Rehabilitation Act of 1973, as amended by WIOA title IV	
Required Department of Health and Human Services programs	
Programs authorized under the Social Security Act title IV, part A (TANF) ¹	Community Services Block Grant Employment and Training activities (Community Services Block Grant Act)
Required Department of Housing and Urban Development (HUD) program	
Employment and training programs	



Partner4Work RFPs

- **WIOA One-Stop Operator Services**
- **Partner4work.org > Public Documents > Procurement**
 - www.partner4work.org/documents/procurement/
- **RFP Informational Video**
 - <https://youtu.be/gmC9kNSdwXs>
- **Official proposal communications**
 - RFP@partner4work.org



RFP for One-Stop Operator Services

- **Partner4Work RFPs are generally arranged in three sections**
 - General information
 - Information needed to understand the programmatic and regulatory context
 - Potential characteristics of resulting agreements
 - Statement of Work
 - Programmatic and administrative requirements
 - Services, tasks, and activities required through any resulting agreement
 - Proposal process and requirements
 - How to submit a proposal, ask questions, and find more information
 - Important dates and timeline, proposal related events, and evaluation criteria



One-Stop Operator Services

- **PA CareerLink® and the One-Stop Delivery System**
 - Vision: unified system where participating programs and partners operate together in a collaborative way that provides a coordinated, seamless experience for customers
- **Key Work requirements (SOW)**
 - Functional supervision and operation of the PA CareerLink® centers
 - Coordination and promotion of partner programs and services
 - Creating common, system-wide standards, practices, and policies
 - Continuous improvement of PA CareerLink® operations and performance



Additional Considerations

- **Close coordination with Partner4Work**
- **Integration and partnership**
- **Common model for PA CareerLink® service delivery**
- **Customer experience and quality of services**
- **Special projects**
- **Outreach and community-based services**
- **Administrative and fiscal capacity**
- **One-stop budgeting, resource sharing, and purchasing**
- **Existing staffing model**



Anticipated Agreements

- **Potential award**

- Partner4Work anticipates awarding one contract with a total value of \$500,000 to \$600,000 for the 12-month period of July 1, 2023 to June 30, 2024
 - Provided for informational purposes; proposals should reflect requirements of the RFP

- **Periods of performance**

- One base year contract (PY23); two optional renewals (PY24 and PY25)

- **Program costs**

- Reasonable and necessary, allowable, and allocable
- Shared one-stop resources and costs

- **Method of payment - cost reimbursement**

- **Partner4Work contract templates**

- Subrecipient agreement - www.partner4work.org/documents/contract-templates/



How to Apply

- **January 17, 2023 at 11:59pm ET**
- **RFP@partner4work.org**
- **“Proposal, CareerLink Operator Services [Organization name]”**
- **Formatting and organization**
- **General structure of a proposal**
 - Cover sheet and executive summary
 - Organization description
 - Program narrative
 - Budget and budget narrative
 - Attachments



Proposal Review and Selection

- **Initially reviewed for completeness and compliance**
- **Full review by internal and external evaluators**
 - Confidentiality and conflict of interest
- **See the proposal review scoring rubric**
- **Presentations or discussions with certain bidders**
- **Recommendations to Partner4Work leaders and board members**
- **Selection for award subject to contract negotiations**



Important dates

- **RFP Release Date - Nov 21, 2022**
- **Bidder's Conference - Dec 7, 2022**
- **Question Due Date - Jan 9, 2023**
- **Proposal Due Date - Jan 17, 2023**
- **Proposal Review - Jan and Feb**
- **Potential Discussions - Feb and March**
- **Notification to Bidders - End of March 2023**
- **Contract Start Date - July 1, 2023**



Questions



Thank you!

**Up next, beginning at 12pm:
WIOA Title I-B: One-Stop Career Services**