



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD  
EXECUTIVE COMMITTEE MEETING  
THURSDAY, SEPTEMBER 8, 2022  
8:15 A.M.**

CareerSource South Florida Headquarters  
7300 Corporate Center Drive  
Conference Room 2  
Miami, Florida 33126

The public may view the session online. **Registration required:**  
[https://us02web.zoom.us/webinar/register/WN\\_ISSH7LAzTdywsrtfD2Q3IA](https://us02web.zoom.us/webinar/register/WN_ISSH7LAzTdywsrtfD2Q3IA)

**AGENDA**

1. Call to Order and Introductions
2. Approval of Executive Committee Meeting Minutes
  - A. August 11, 2022
3. Information – WIOA Performance Strategies
4. Information – Bean Automotive Apprenticeship Program Graduation
5. Information – Opa-Locka Summer Youth Employment Program Update
6. Recommendation as to Approval to Resend and Re-Issue Business Intermediaries Agreements
7. Recommendation as to Approval to Sole Source Youth Services in Monroe County

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"Members of the public shall be given a reasonable opportunity to be heard on a specific agenda item, but must register with the agenda clerk prior to being heard."



**SFWIB EXECUTIVE COMMITTEE MEETING**

**DATE:** 08/11/2022

**AGENDA ITEM:** 2A

**AGENDA TOPIC:** MEETING MINUTES

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**SFWIB EXECUTIVE COMMITTEE MEETING MINUTES**

**DATE:** August 11, 2022

**LOCATION:** CareerSource South Florida  
 7300 Corporate Center Drive, Suite 500  
 Conference Room 2  
 Miami, FL 33126  
 Zoom: [https://us02web.zoom.us/webinar/register/WN\\_gKA-m86nSZSxCXUhvjFhIg](https://us02web.zoom.us/webinar/register/WN_gKA-m86nSZSxCXUhvjFhIg)

1. **CALL TO ORDER:** 8:24AM
2. **ROLL CALL:** 7 members; 4 required; 7 present: Quorum established.

SFWIB EXECUTIVE COMMITTEE MEMBERS PRESENT	SFWIB MEMBERS ABSENT	SFWIB STAFF
Canales, Dequasia Chi, Joe del Valle, Juan-Carlos, Vice-Chairman Ferradaz, Gilda Gibson, Charles, Chair Loynaz, Oscar, M.D. Roth, Thomas “Tom” (Zoom)		Beasley, Rick Bennett, Renee Gilbert, David Kelly, Travis Morgan, Ebony Perrin, Yian Petro, Basil Smith, Robert  <b>ADMINISTRATION/IT</b> Almonte, Ivan Anderson, Francis
<b>OTHER ATTENDEES</b>		
Cooper, Jamie, New Horizons Girnun, Arnie, FVI School of Nursing		

Ortiz-Velazquez, Gizelle, City Colleges  
Perez-Borroto, Connie, Youth Co-Op  
Rodanes, Carlos, New Horizons

Agenda items are displayed in the order they were discussed.

## 2A. Approval of Executive Committee Meeting Minutes – June 9 & June 16, 2022

Chairman Gibson presented agenda item 2A. June 9, 2022 and June 16, 2022 Executive Committee Meeting minutes for approval.

Correction submitted for June 16, 2022 meeting minutes; Dr. Loynaz was not in attendance.

**Motion** by Mr. Chi to approve the South Florida Workforce Investment Board meeting minutes from June 9, 2022; June 16, 2022 minutes are accepted with correction.

Ms. Ferradaz seconded the motion; **item is passed without dissent.**

[Items requiring approval have been moved to the top of the agenda.]

## 8. Rapid Response and Layoff Aversion Initiatives

Vice-Chairman del Valle introduced the item; Mr. Beasley further presented.

The SFWIB continued partnerships developed during PY 21-22 to support the launch of the Rapid Response & Layoff Aversion Pilot Project. Due to the program's success, the desire to further strengthen, develop, and enhance the Rapid Response Team, and to extend the SFWIB's reach in the community - SFWIB staff recommends the allocation of an amount not to exceed \$50,000 in WIOA Dislocated Worker funds to the South Florida Hispanic Chamber of Commerce, Inc. to act as a business intermediary.

Mr. Beasley reminded the Executive Committee this is the same agreement we have with the Miami Dade Chamber of Commerce, CAMCOL, and Minority Supplier whereby they identify small businesses that require additional financial assistance.

**Motion** by Vice-Chair del Valle to approve the recommendation to the SFWIB to allocate \$50,000 in WIOA Dislocated Worker funds to the South Florida Hispanic Chamber of Commerce, Inc.

Mr. Chi seconded the motion; **item is passed without dissent.**

[Mr. Roth joined the meeting at 8:26am]

## 9. Miami Dade College Helpdesk Technician Apprenticeship Program

Chairman Gibson introduced the item; Mr. Beasley further presented.

### **[Dr. Loynaz is recused due to his affliction with Miami Dade College.]**

SFWIB staff recommends to the Executive Committee to recommend to the Board the approval to allocate an amount not to exceed \$149,976 in WIOA funds for the Miami Dade College Helpdesk Technician Apprenticeship Program.

Miami Dade College (MDC) and the Thrive Company are currently in need of IT Support. MDC will sponsor a HD apprenticeship program for 15 candidates. Eleven (11) apprentices will be employed with Miami Dade College; Thrive will employ the remaining four (4).

Apprentices will earn the Help Desk Support Technician College Credit Certificate (16 College Credits), the CompTIA A+ and Network + certifications, and a Registered Apprenticeship Certificate of Completion issued by the Florida Department of Education and recognized by the United States Department of Labor.

Mr. Beasley advised that state approved apprenticeship programs are designed around a particular specialty or program; MDC, in partnership with other organizations, developed the educational component for all organizations. As such, the curriculum and format for Helpdesk Technician is set and fits both employers. Mr. Smith further explained that the related technical instruction (RTI) would be conducted by MDC; however, the apprentices will not be working at the same location that facilitates the training.

Moving forward members will begin to see performance measures, up to and including WIOA eligibility, skills gained, and credentials for each of the programs.

Mr. Smith advised that the four (4) apprentices employed with Thrive would start at \$17.50 per hour, Miami Dade College apprentices will start at \$16.36 per hour. Mr. Beasley added that SFWIB would pay approximately 30% of the wages; the employers will cover the cost of the RTI.

Ms. Ferradaz inquired about Thrive Inc. Mr. Smith advised that Thrive provides third-party help desk technical support to various organizations.

Mr. Roth asked how the program was sourced. Mr. Beasley advised that Miami Dade College designed a generic IT help desk apprenticeship program that could be used by any employer. In this case, they are the program participants and the employer. Mr. Smith further shared that Miami Dade College, recognizing a need for technical support at another



one of their campuses, presented the opportunity to CSSF for further discussion and implementation.

After discussion, Mr. Beasley reviewed all of the existing and forthcoming apprenticeship programs.

No further questions or comments presented from members.

**Motion** by Mr. Chi to recommend to the Board the approval to allocate an amount not to exceed \$149,976 in WIOA funds for the Miami Dade College Helpdesk Technician Apprenticeship Program.

Ms. Ferradaz seconded the motion; **item is passed without dissent.**

*[Dr. Loynaz, Miami Dade College will submit a completed Related Parties/Conflict of Interest Form for this contract.]*

### **3. Youth Service Providers in Monroe County Request for Proposal**

Chairman Gibson introduced the item; Mr. Beasley further presented.

SFWIB staff released a Youth Services Request for Proposal (RFP) to the public on June 6, 2022, soliciting proposals from organizations capable of providing In School and Out-of-School services to youth in Monroe County. CSSF advertised in all local and major newsletters, the Monroe County Chamber site, and on social media. One (1) organization responded by the prescribed deadline; however, the respondent failed to submit a complete proposal. Subsequently, the agency was unable to complete the process; a rejection letter with the reason for exclusion was provided via registered mail. The notification also provided information on the appeal process.

Per procurement guidelines, once a LWDB releases a RFP and its unsuccessful, a second or third may be released for solicitation. Furthermore, the LWDB may petition CareerSource Florida and the Department of Economic Opportunity (DEO) to do a sole source procurement.

Mr. Beasley advised that we CSSF staff seek approval to move to a sole source. The in-school youth program can be managed through Monroe County School District; The out-of-school youth program with The College of the Florida Keys. Dr. Snyder spoke with David about the program and expressed interest, however, they did not submit.

CSSF staff will reach out to the School district for consideration and follow up with the College of the Florida Keys for the OSY program.

To determine the best course of action, CSSF staff will discuss with the State Workforce Board and DEO regarding the sole source option. Afterwards, if permitted, we will come



back to the Executive Committee to seek approval either to seek authorization to sole source or to re-release the Youth RFP.

#### **4. One Stop Operator Request for Proposals Update**

With permission of the Chairman Gibson, Mr. Beasley introduced and further presented.

On February 16, 2022, SFWIB staff released a Request for Proposal (RFP) for the selection of a One-Stop Operator for Workforce Development Area 23. The first release did not yield respondents. A subsequent RFP released on May 11, 2022, despite advertising in local papers, social media, and via the National Workforce Board website, we were unable to attain respondents by the July 8, 2022 deadline. The SFWIB now has the option of releasing a third RFP or submitting a request to CareerSource Florida (CSF) and the Florida Department of Economic Opportunity (DEO) for authorization to utilize the Sole Source Procurement Method.

CSSF staff will reach out to the State Workforce Board and DEO regarding the Sole Source Procurement Method and advise the Committee afterward.

Mr. Roth inquired about past submissions and if anyone that previously responded to the RFP process showed interest. Mr. Beasley explained that one RFP process used to contain a component for both the one-stop operator and service provider. CSSF has have since leaned more on the conservative side an instructed service providers cannot be one-stop operators, they now have to submit for one or the other.

CSSF staff will re-release the RFP; if we do not receive respondents, CSSF staff discuss with the State Workforce Board and DEO regarding the sole source option. Afterwards CSSF staff will present options to the Executive Committee for review and feedback.

#### **5. WIOA Performance Indicators and Measures**

With the permission of Vice-Chairman del Valle, Mr. Beasley introduced and further presented the item.

On July 6, 2022, the South Florida Workforce Investment Board (SFWIB) received the PY 2022-2023 and 2023-2024 WIOA Performance Indicators for Workforce Development Area (WDA) 23 from the DEO. As required by the USDOL, the DEO used a Statistical Adjustment Model (SAM) to ensure the impact of participant and economic characteristics in the local areas are accounted for when determining the negotiated local levels of performance.

Mr. Beasley discussed the WDA 23 proposed negotiated performance tool for PY 2022-2023 and 2023-2024, which is a part of the agenda packet. He reminded the Committee of the CSSF performance review that was presented during the June 2020 SFWIB meeting. Mr. Charles Williams, the Workforce Administrator, Bureau of One-Stop and Program Support,

Minutes Prepared by: Ebony Morgan  
SFWIB Executive Committee Meeting  
August 11, 2022, 8:15am

Status: **DRAFT**

Approval date: TBD

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for DEO, advised the Board that moving forward, CSSF performance measures would see a reduction due to the Regression Model and the several barriers to employment CSSF manages in Miami-Dade and Monroe County. Since that time, CSSF performance measures have been reduced by twenty percent (20%).

Mr. Beasley and Mr. Gilbert assisted the Committee in examining the recently received regression data for the Adult, Youth, and Dislocated Worker, which summarizes performance across the state.

In the near future, DEO will outline the process for the SFWIB to either accept the proposed levels of performance or indicate whether the Board intends to negotiate. The same data for all regions across the state (for the 2<sup>nd</sup> Quarter) will be presented to the full board during the August 18, 2022 meeting.

No further questions or comments presented from members.

## **6. U.S. Department of Labor, Employment and Training Report**

With the permission of Vice-Chairman del Valle, Mr. Beasley introduced and further presented the item.

The SFWIB, along with the DEO, submitted a response to the review and completed a Corrective Action Plan (CAP). Since that time, the DOL has responded to the Corrective Action Plan by requesting additional information. SFWIB staff met with DEO staff and submitted the requested information.

Additional information requested included items such as signed training logs, an updated calendar for the One-Stop Operator Request for Proposal, newly drafted policies and an updated contract structure. SFWIB Staff will inform the committee as to the final acceptance of the corrective action and resolution of the review findings.

Mr. Smith reviewed the highlighted areas in the report, which reflects suggested changes to the competitive procurement process.

No further questions or comments presented from members.

## **7. Rapid Response Policy for EconoVue Platform**

With the permission of Vice-Chairman del Valle, Mr. Beasley introduced and further presented the item.

In an effort to provide additional structure to Rapid Response teams, staff developed a Rapid Response Policy, which provides guidance to staff as it relates to rapid response activities and the use of the EconoVue™ platform.



EconoVue™ is an intuitive licensed data visualization platform that offers multi-dimensional views of a region's business, workforce, and sector data for targeted business outreach.

The EconoVue™ platform utilizes Bureau of Labor Statistics and Dun & Bradstreet data to help establish an early warning system to identify businesses, regardless of size, that may be at risk of closing. The platform is interactive and provides information on businesses, including labor market data, standard identity and demographic information regarding size, location and operations, business health, and change dynamics. The Rapid Response Team will utilize the platform to identify troubled companies and to develop and implement layoff aversion strategies.

The policies are presented to the Executive Committee for review before being presented to the Global Talent and Competitiveness Council for consideration and subsequent approval.

With no further business presented to the Committee, the meeting adjourned at 9:55 am.





## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 9/8/2022

**AGENDA ITEM NUMBER:** 3

**AGENDA ITEM SUBJECT:** WIOA PERFORMANCE STRATEGIES

**AGENDA ITEM TYPE:** **INFORMATIONAL**

**RECOMMENDATION:** N/A

**STRATEGIC GOAL:** **STRENGTHEN THE ONE-STOP DELIVERY SYSTEM**

**STRATEGIC PROJECT:** **Strengthen workforce system accountability**

### **BACKGROUND:**

On July 6th, 2022 the South Florida Workforce Investment Board (SFWIB) received the proposed WIOA indicators of performance for Local Workforce Development Area (LWDA) 23 for Program Year (PY) 2022-2023 and PY2003-2024. The Florida Department of Economic Opportunity (DEO) utilized a Statistical Adjustment Model (SAM) applied to the actual economic conditions and characteristics of participants served to determine LWDA's performance levels. Based on the participant characteristics and the economic characteristics data provided by DEO, the SFWIB is in agreement with the proposed performance levels.

SFWIB Staff have developed eight (8) strategies to improve performance. The following strategies will be applied to the SFWIB's operating procedure to ensure compliance and that performance is achieved:

1. SFWIB staff will finalize and deploy the WIOA Primary Indicators of Performance Tool (IPT), formerly known as the Common Measures Tool, to all Contracted Service Providers.
  - The IPT provides an analysis of participant's economic gains and forecasts potential exits by measuring current information against pre-program wages. The IPT will help Career Center staff identify whether a participant is to exit from the program or if additional services are required.
  - Upon a participant's exit from the program, the IPT will generate performance data in real-time by obtaining reported employment information from the New Hire, Wage Credit, and/or Work Number.
  - Additionally, this automation will place emphasis on the Career Advisors efforts to provide quality services to participants that are not employed and ultimately achieve the WIOA indicators of performance.

2. SFWIB staff has modified both the Youth and CareerSource South Florida American Job Centers (AJCs) Balanced Scorecard (BSC) measures.
  - SFWIB staff revised the Youth and AJCs BSC measures to align with the WIOA local negotiated Adult, Dislocated Worker, Youth and Wagner-Peyser programs primary performance indicators for PY 2022-2023 and 2023-2024. The BSCs were revised to now include all WIOA performance indicators and the additional measures listed below:
    - a) Credential Attainment
    - b) Measurable Skills Gain
    - c) Employed 1st Quarter After Exit
    - d) Employed 3rd Quarter After Exit
3. SFWIB staff will train all Contracted Service Provider staff and Training Vendor staff on the utilization of the Reconciliation Tool.
  - This tool tracks a participant's progress throughout their training program (i.e., training status, how long the participant has been in class, progress level or timeline, placement information, etc.). If there is an issue or discrepancy, the AJC staff and the training vendor must communicate to reconcile and resolve the issue.
  - The AJC staff and training vendor will utilize the Reconciliation Tool to coordinate the job placement of a training participant after completing training.
4. The SFWIB will continue to develop, expand, and support registered apprenticeship programs (RAPs) and registered pre-apprenticeship programs (pre-RAPs) by convening new businesses, related training instruction (RTI) providers, and potential sponsors.
  - RAPs and pre-RAPs are proven work-based training strategies that help the LWDA's increase the number of skilled workers, meet employer needs, and increase wage rates. RAPs and pre-RAPs also provide an effective, business-driven model for employers to recruit, train, and retain highly skilled workers improving WIOA performance outcomes.
  - The SFWIB will provide assistance with screening potential RAPs and pre-RAPs to ensure they are inclusive by design. This way individuals with barriers such as veterans, individuals with disabilities, homeless individuals, returning citizens, individuals receiving public assistance, and other underrepresented populations can access these career opportunities.
5. The SFWIB will continue to develop and expand partnerships with community based organizations (CBO).
  - CBOs will help bridge the gap between services provided by SFWIB and the additional support required for individuals with barriers to employment. These partnerships will ensure individuals with barriers receive employment assistance, education, and support services needed to ensure positive outcomes.
  - The SFWIB will execute a Memorandum of Understanding (MOU) with CBOs to solidify partnerships and work towards common goals. The additional support services provided by CBOs helps job seekers of diverse backgrounds and barriers to retain employment and therefore, meet goals established by WIOA.

6. SFWIB staff will conduct monthly performance meetings with AJC Providers & Youth Providers to review performance and policy items from the SFWIB.
  - SFWIB staff will provide ongoing support and technical assistance to all Contracted Services Providers on monthly basis to monitor, track progress, and address any deficiencies.
  - SFWIB staff will present a performance analysis that includes industry trends that may impact performance, technological projections for the following month, and a comparative data review to track progress.
  - The success of the monthly performance meetings will be measured by the shift in performance outcomes.
  
7. SFWIB staff will meet separately with each of the AJC providers and Youth providers monthly to provide an analysis of their individual performance which includes quality assurance compliance, and programmatic outcomes. The review items include but are not limited to:
  - Enrollments
  - Exits
  - Measurable Skill Gains
  - Employers Engaged
  - Education and Employment Rate - 2nd & 4th Quarter After Exit
  
8. The SFWIB will strengthen initiatives that promote continuous learning in the areas of workforce services and staff development using a comprehensive approach to meet desired performance outcomes.
  - Through training, the SFWIB will present Contracted Service Provider staff with an opportunity to expand their knowledge in workforce services.
  - The SFWIB has proposed to host a two-day summit for all AJC staff and partners to not only learn about strategies to achieve state and federal performance measures, but also understand the agencies vision to serve residents of Miami Dade and Monroe Counties.
    - Unlocked Potential and Increased Impact for Workforce Development Professional
    - Quality Business Services with Employer Engagement and Customized Solutions
    - Transitioning Youth from School into Work-Based Learning Experiences
    - Effectiveness in Serving Employers
    - SNAP to Skills and Career Pathways
    - Unlocking the Balance Scorecard Youth and Adults
    - Effective Strategies to Engage TANF Participants
    - What is WOTC?

These practices shall be closely monitored on a continuous basis by SFWIB. Progress tracking will allow staff to make necessary adjustments to meet the required performance measures.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



**SFWIB EXECUTIVE COMMITTEE**

**DATE:** 9/8/2022

**AGENDA ITEM NUMBER:** 4

**AGENDA ITEM SUBJECT:** BEAN AUTOMOTIVE GROUP APPRENTICESHIP PROGRAM UPDATE

**AGENDA ITEM TYPE:** **INFORMATIONAL**

**RECOMMENDATION:** N/A

**STRATEGIC GOAL:** **BUILD DEMAND-DRIVEN SYSTEM W/ EMPLOYER ENGAGEMENT**

**STRATEGIC PROJECT:** **Maximizing collaborative partnerships**

**BACKGROUND:**

At the October 21, 2021 meeting, the South Florida Workforce Investment Board (SFWIB) approved Workforce Innovation and Opportunity Act (WIOA) funding to reimburse Bean Automotive Group, LP (Bean Automotive) for the On-the-Job Training (OJT) component of the first Automotive Technician Specialist Apprenticeship Program cohort. The apprenticeship program is the result of a collaboration between the Miami Dade College (MDC) Apprenticeship Program, Bean Automotive, Miami-Dade Beacon Council Miami Community Ventures, and the SFWIB to address the shortage of qualified automotive technicians in Miami Dade County.

The cohort began with a total 15 apprentices; however, five (5) of the apprentice did not complete the program. Of the remaining ten (10) apprentices seven (7) are funded by the SFWIB. Three of the four SFWIB funded apprentices that did not complete the program, are each currently employed and earning an average wage of \$18.29 dollars per hour. The fourth apprentice, currently unemployed, relocated out of the country.

The Bean Automotive Technician Specialist apprentices are scheduled to graduate from the program on September 16th, 2022. The graduating apprentices will have completed 220 hours of Related Technical Instruction (RTI) and 2,000 hours of OJT. The apprentices will receive a Florida Department of Education (FDOE) Completion of Apprenticeship Certificate, as well as, certifications in both the Toyota and Lexus brands.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



**SFWIB EXECUTIVE COMMITTEE**

**DATE:** 9/8/2022

**AGENDA ITEM NUMBER:** 5

**AGENDA ITEM SUBJECT:** SUMMER YOUTH EMPLOYMENT PROGRAM UPDATE

**AGENDA ITEM TYPE:** **INFORMATIONAL**

**RECOMMENDATION:** N/A

**STRATEGIC GOAL:** **DEDICATED COMMITMENT TO YOUTH PARTICIPATION**

**STRATEGIC PROJECT:** **Emphasize work-based learning and training**

**BACKGROUND:**

At the June 30, 2022 meeting, the South Florida Workforce Investment Board approved to accept \$50,000 in general revenue funds from the City of Opa-Locka for a Summer Youth Employment Program (SYEP) and allocate \$50,000 in matching Temporary Assistance for Needy Families (TANF) funds. The funds were approved to allocate to Youth Co-Op, Inc. for program administration. Administration of the program included payroll, recruitment, job placement, and work readiness training for the youth participants.

The program was initially scheduled to take place beginning June 13, 2022 through December 31, 2022. Unfortunately, the City of Opa-Locka was unable to secure the \$50,000 in general revenue funds. Additionally, the City of Opa-Locka did not assist in recruiting the SYEP participants. As a result, Youth Co-op, Inc. recruited and served four (4) SYEP participants from the City of Opa-Locka utilizing TANF funding for the period of August 1, 2022 through August 16, 2022.

The SYEP participants earned wage rate of \$13.88 per hour, and were provided a total of 20 hours in work readiness and included financial literacy training.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 9/8/2022

**AGENDA ITEM NUMBER:** 6

**AGENDA ITEM SUBJECT:** RAPID RESPONSE AND LAYOFF AVERSION UPDATE

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** SFWIB staff recommends to the Executive Committee to recommend to the Board the approval to rescind the current sub-recipient agreements of the organizations serving as business intermediaries and replace the contracting instrument with Professional Service Agreements and Approval to the Revised Allocation Awards, as set forth below.

**STRATEGIC GOAL:** **BUILD DEMAND-DRIVEN SYSTEM W/ EMPLOYER ENGAGEMENT**

**STRATEGIC PROJECT:** **Develop integrated Business Service teams**

### **BACKGROUND:**

On June 16, 2022, the SFWIB Board approved an amount not to exceed \$500,000 in Workforce Innovation Opportunity Act (WIOA) Dislocated Worker funding to continue the Rapid Response and Layoff Aversion projects with The Miami-Dade Chamber of Commerce, Inc. (M-DCC), Cámara de Comercio Latina de los Estados Unidos (CAMACOL), Inc. (CAMACOL), Florida Minority Supplier Development Council, Inc. (FMSDC), the South Florida Progress Foundation Inc., South Florida Hispanic Chamber of Commerce, and The Beacon Council Economic Development Foundation, Inc.

Subsequently, SFWIB staff issued Letters of Intent to each of the aforementioned agencies and began the contract execution phase. After careful evaluation of the services to be provided under the agreement and other workforce functions that will not be provided, it was determined that each of the organizations' contracts should be Professional Service Agreements, not sub-recipient agreements. Therefore, a rescission of the current contracts and replacement with the appropriate contractual instrument is being put forth to the board for approval.

The aforementioned organizations serve as business intermediaries on behalf of the SFWIB, as well as, an extension of the regional Rapid Response team to provide assistance to businesses who are implementing layoffs or plant closings. The services provided are specific only to businesses and does not involve the customary workforce services.

The following chart provides recommendations to the revise approved allocations for the Business Intermediaries:

BUSINESS Intermediaries	APPROVED ALLOCATION	REVISED ALLOCATION
Miami-Dade Chamber of Commerce, Inc.	\$75,000	\$75,000
CAMACOL, Inc.	\$75,000	\$75,000
Florida Minority Supplier Development Council, Inc.	\$50,000	\$75,000
South Florida Hispanic Chamber of Commerce	\$50,000	\$75,000
South Florida Progress Foundation, Inc.	\$125,000	\$125,000
Beacon Council Economic Development Fondation, Inc.	\$125,000	\$125,000

In following the procurement process of Miami-Dade County, Administrative Order No. 3-38, it is recommended that the SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award the M-DCC an allocation not to exceed \$75,000; CAMACOL an allocation not to exceed \$75,000; FMSDC an allocation not to exceed \$75,000, South Florida Hispanic Chamber of Commerce an allocation not to exceed \$75,000, the South Florida Progress Foundation Inc. an allocation not to exceed \$125,000; and The Beacon Council Economic Development Foundation, Inc. an allocation not to exceed \$125,000 in Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Funds to provide business intermediary services in Workforce Development Area 23.

**FUNDING:** Workforce Innovation and Opportunity Act Dislocated Worker

**PERFORMANCE:** N/A

*NO ATTACHMENT*



## **SFWIB EXECUTIVE COMMITTEE**

**DATE:** 9/8/2022

**AGENDA ITEM NUMBER:** 7

**AGENDA ITEM SUBJECT:** SOLE SOURCE REQUEST TO PROCURE YOUTH SERVICES FOR MONROE COUNTY

**AGENDA ITEM TYPE:** **APPROVAL**

**RECOMMENDATION:** SFWIB staff recommends to the Executive Committee to recommend to the Board the approval to seek approval from CareerSource Florida and the Department of Economic Opportunity to conduct a sole source procurement for the selection of Youth Service Providers in Monroe County, as set forth below.

**STRATEGIC GOAL:** **DEDICATED COMMITMENT TO YOUTH PARTICIPATION**

**STRATEGIC PROJECT:** **Strengthen workforce system accountability**

### **BACKGROUND:**

On February 16, 2022, SFWIB staff released a Request for Proposal (RFP) for the selection of a Youth Service Providers to provide In-School and Out-of-School services in Monroe County. The first release yielded no respondents. Subsequently, the RFP was re-released on June 6, 2022, however, staff only received one submission that was deemed non-responsive, thus eliminated from the competitive procurement process due to an incomplete proposal package submission.

As a result, the South Florida Workforce Investment Board (SFWIB) has the option of releasing a third Youth Services RFP or submitting a request to CareerSource Florida (CSF) and the Florida Department of Economic Opportunity (DEO) for authorization to utilize the sole source procurement method pursuant to 20 CFR 678.610 and 2 CFR 200.320(f). Local workforce development boards may request authorization to use this procurement method only when the following applies:

- After solicitation of a number of sources, the competition is determined to be inadequate, whether for reasons of number or quality of proposals/bids fail.
- The item or service is available only from a single source.
- The public exigency or emergency for the item or service will not permit a delay resulting from competitive solicitation.
- The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity.

If the approval to use the sole source procurement method is granted by CSF/DEO, the SFWIB must document, in writing, the process used to conduct the competitive procurement of the Youth Service Providers.



Therefore, SFWIB staff recommends forgoing a third release of the RFP based on the number of responses received from the first two releases and the lack of adequate competition for a provider in Monroe County.

SFWIB staff has requested the procedures from CSF/DEO regarding how to formally request authorization to conduct a sole source procurement. Therefore, SFWIB staff is seeking the authorization of the Board to move forward in submitting a request to CSF/DEO to procure Youth Service Providers by means of a sole source procurement.

Once approved, SFWIB staff will select and contract with a new Youth Service provider(s) and the provider(s) will be presented to the Board at the October 20, 2022 meeting.

**FUNDING:** N/A

**PERFORMANCE:** N/A

*NO ATTACHMENT*