



REVISED

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

WORKFORCE SYSTEMS IMPROVEMENT (WSI) COMMITTEE

Friday, June 13, 2008

9:30 A.M.

South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive
5th Floor - Conference Room 3
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Workforce Systems Improvement Meeting Minutes
 - A. April 24, 2008
3. Proposed Redesign of Workforce Delivery System – Discussion
4. Career Center Location
5. Allocation of Welfare Transitions Non-Custodial Funds
6. Request for Additional Funds for the City of Hialeah
7. Balanced Scorecard - Discussion
8. Workforce Services RFP Actions

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2.

SFWIB – Workforce Systems Improvement Committee

June 13, 2008

Minutes of SFWIB Workforce Systems Improvement Committee Meeting April 24, 2008

South Florida Workforce Investment Board
 Workforce Systems Improvement Committee Meeting
 April 24, 2008, at 9:30 A.M.
 South Florida Workforce Investment Board Headquarters
 7300 Corporate Center Drive, 5th Floor - Conference Room 3

COMMITTEE MEMBERS IN ATTENDANCE	OTHER SFWIB MEMBERS IN ATTENDANCE	OTHER ATTENDEES
1. Daniel Fils-Aime, Sr. 2. Jose Acosta 3. Victoria DuBois 4. Cynthia Gaber 5. Jackie Harder 6. Ivonne Socorro	Edward Margolis SFW STAFF Rick Beasley Anne Glancy Juan Hernandez Ken Kistner Linda Pierre Marian Smith	Alexis, Carl-Youth Co-op, Inc. Battle, Jorge-Arbor Cepeda-Leonard, Margarita-Unidad Costas, Jorge-Youth Co-op, Inc. Cruz, Teresa-Youth Co-op, Inc. Gaviria-Lopez, Beatrice-SER Jobs for Progress Marti, Sergio-Miami-Dade County Public Schools Menendez, Mirizza-Unidad Milian, Delia-City of Hialeah Mitchell, Carlene-Miami-Dade County Public Schools Nunez, Guadalupe-Community Coalition Rodriguez, Maria-Youth Co-Op, Inc. Sante, Alicia-Youth Co-Op, Inc. Santiago, Helga-Transition, Inc. Simpkins, Ted-Arbor Someillan, Ana-AMO Valdes, Roberto-CANC Ventura, Lilliam-Arbor
COMMITTEE MEMBERS NOT IN ATTENDANCE 7. Al Huston, Jr. 8. Anne Manning 9. Obdulio Piedra 10. Alvin Roberts		

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Mr. Daniel Fils-Aime, Sr., WSI Committee Chair, called the meeting to order at 9:45 A.M., and noted that a quorum had been achieved.

2. Approval of Workforce Systems Improvement Meeting Minutes for February 15, 2008, and April 1, 2008

Cynthia Gaber moved to approve the minutes of February 15, 2008 and the motion was seconded by Jackie Harder and approved.

Cynthia Gaber moved to approve the minutes of April 1, 2008, and the motion was seconded by Jose Acosta and approved.

3. Presentation of Proposed Redesign of Workforce Delivery System

Mr. Rick Beasley, SFWIB Executive Director, reminded the Committee that as per instructions given at the April 1, 2008 Committee meeting SFW staff and Service Partners staff met on several occasions to develop different options as recommendations for the committee to review. Mr. Beasley asked Ms. Marian Smith, SFWIB Assistant Director for Administration and Maria Rodriguez, Executive Director of Youth Co-Op to present the different options/recommendations to the Committee for its consideration and approval.

Marian Smith informed the Committee that recommendations were made by two teams composed of Service Partner staff and SFW staff after meeting over a five week period. The 1st team was charged with determining the number of service delivery centers. The 2nd Team was charged with reviewing the service delivery process. The teams came up with three different options as follows:

Career Center Design Proposal:

The first option contemplates the creation of eight (8) Customer Service Areas (CSAs) with a fully functioning Career Center within each designated CSA. This option contemplates closing Carol City, Hialeah Gardens and Miami Downtown Career Centers. The savings to be realized by closing the aforementioned Career Centers would be \$1,548,324. An additional \$427,090 may be realized by transferring impacted Refugee Welfare Transition participants to any one of the eight CSAs in order to continue to receive TANF services. This cost will offset the facility savings and enhances the facility budget. Programmatic savings, anticipated attrition and reductions in office supply spending would account for the remaining \$375,000 in savings. Overall the savings to be realized under this option is \$1,923,324.

Ms. Smith indicated that with every option considered, the critical mass or customer flow of each Career Center considered for closure/consolidation will be disrupted to some extent. In order to minimize disruption, the Team recommended: a) that current customers of the Hialeah Gardens Career Center be absorbed by the Hialeah Downtown center; b) that customers of the Miami Downtown center be absorbed by Northside and Little Havana and c) that customers of the Carol City Career Center be absorbed by North Miami Beach. There will be no adverse impact for lease terminations in both the Carol City and Miami Downtown.

The second option considered by the Team contemplates the closure of three (3) Career Centers: North Miami Beach, Hialeah Gardens and Miami Downtown and the establishment of eight CSAs. The savings to be realized by closing these Career Centers would be \$1,346,730.

This option also includes moving the Refugee Welfare Transition participants cost of \$427,090 to the facility budget to offset the facility cost. There would be an estimated savings in programmatic costs of approximately \$125,000. There would be an additional \$180,000 in savings from probable attrition and another \$20,000 in savings from a reduction in spending for office supplies. Additionally, another

\$220,258 would be realized in the re-allocation of refugee dollars by shifting refugee participant services inside the Career Center. The total savings of this option would be \$1,674,730.

In order to minimize disruption to the affected Career Centers, the Team recommends: a) that current customers of the Miami Downtown Career Center be absorbed by the Northside and Little Havana Career Centers; b) that customers of the Hialeah Gardens Career Center be absorbed by Hialeah Downtown and c) that current customers of North Miami Beach be absorbed by Carol City. If exercised, the lease termination penalty for Hialeah Gardens would cost of \$115,078 and an additional \$60,000 if lease termination provisions are exercised for North Miami Beach.

The third and final option presented contemplates the closure of only two Career Centers: Miami Downtown and Hialeah Gardens. The savings to be realized by these closures would be \$918,604, and attrition would account for \$120,000. An additional \$100,000 in programmatic costs could be achieved and another \$20,000 if office supply spending was reduced.

Like Option two, the third option contemplates a reallocation of refugee dollars. An additional \$679,206 would be realized in the cost allocation of refugee dollars. Finally, the relocation of the Refugee Welfare Transition participants would offset the facility savings and enhance the facility budget by \$427,090.00. The total savings realized under the third and final option is \$1,837,810.

In order to minimize disruption to the affected Career Centers, the Team recommended: a) that current customers of the Hialeah Gardens Career Center be absorbed by the Hialeah Downtown Career Center and b) that customers of the Miami Downtown Career Center be absorbed by Northside and Little Havana. If exercised, the lease termination penalty for Hialeah Gardens would cost \$115,078.

While the closure and/or consolidation of the centers would meet the savings targets, some degree of service disruption and performance would inherently be part of this exercise and would represent the largest downside to the process. Also, in instances where SFW is currently engaged in month to month leases, cancellation clauses that incur penalties would put additional downward pressure on savings. However, these costs could be averted if applied cancellation clause penalties were to be paid in the current program year. In spite of this however, the positives outweigh the negatives.

Ms. Jackie Harder asked if the Committee would be voting to recommend one of the options. Staff responded in the affirmative. Ms. Harder asked if all three options fit the quality assurance issues, the business services and the staffing. Staff responded in the affirmative.

Ms. Harder commended the staff and providers for all their hard work that went into compiling all the information presented.

Mr. Jose Acosta stated that he had concerns, because none of the options presented carried the necessary reductions to achieve the \$2.1 million dollars in savings. Staff responded that the combined savings of all the options should help achieve that level.

Mr. Acosta requested that staff indicate in writing exactly where the other savings would come from that would achieve the required \$2.1 million.

Mr. Edward Margolis, SFWIB Chairperson, asked when the Request for Proposals (RFP) would be released, and would the process be open to all providers. Staff responded that an (RFP) would be issued and it would be completely open to everyone.

Ivonne Socorro asked staff how many customers would be moved from the Carol City Career Center to the North Miami Beach Career Center. Staff responded that approximately 11,000 customers would be affected.

Ms. Harder asked how many customers are currently enrolled in the North Miami Beach Career Center. Staff responded that the number would be approximately 10,000 customers.

The Committee had a lengthy discussion on the different options presented.

Staff noted that SFW is currently partnering with Community Based Organizations (CBO) and Faith Based Organizations (FBO) to establish Access Points at their sites to provide limited SFW services.

Ms. Jackie Harder moved to approve option 1 for Career Center Design, as described in the agenda item and the attachments. The motion was seconded by Ivonne Socorro and approved.

Mr. Fils-Aime, Sr. commended the Committee, staff and Partners for a job well done.

Career Center Process Improvement Recommendations for Quality Assurance

Mr. Beasley asked Mr. Juan Hernandez, SFW Programs Manager and Alicia Sante of Youth Co-Op, Inc. to present their team's recommendations.

Mr. Hernandez informed the Committee that a Career Center Process Improvement Team consisted of SFWI staff and current service providers' staff was convened to study and provide recommendations to improve the Career Center service delivery system and identify cost savings for Program Years 08/09 and 09/10. The Team was charged to: a) provide recommendations for Career Center staff to continue to provide adequate delivery of services to our primary and secondary customers and b) to do so without radically impacting the current staffing levels of existing career centers.

The Team met over a five week period to review and discuss the current Career Center service delivery system and to consider a variety of models. Mr. Hernandez summarized the Quality Assurance options that could potentially improve the Career Center service delivery system and realize a cost savings. Mr. Hernandez added that the desired cost savings would only be realized in one of the two options recommended by the Team.

The first option contemplates the savings to be realized by consolidating four (4) Quality Assurance staff currently assigned to the Career Centers/Service Providers with the current SFW Programs staff. As a result, this would enhance the Quality Assurance process at no additional administrative cost. In addition, this would allow additional file and system reviews, as well as providing more technical assistance/training. Furthermore, the staff would have the flexibility to provide Quality Assurance not only at the Career Centers but across all SFW programs. This option results in a cost savings ranging from \$208,308 to \$313,908 for PY08/09.

The second option considered by the Team contemplates implementing a peer to peer Quality Assurance process at no cost savings. This simply means modifying the Quality Assurance process to have the current staff from one Career Center/Service Partner provide Quality Assurance to another Career Center/Service Provider. Therefore, there is no cost savings. A process would need to be developed in order to minimize any disruption.

The Committee had several questions in reference to Quality Assurance staffs' responsibilities that were addressed by staff.

Ms. Jackie Harder moved to approve Quality Assurance Option One, as described in the agenda item and the attachments. The motion was seconded by Mr. Jose Acosta and approved.

Career Center Process Improvement Recommendations for Business Services

Mr. Beasley requested that Mr. Hernandez and Alicia Sante of Youth Co-Op, Inc. present recommendations.

Mr. Hernandez estimated that the Business Services options could potentially save from \$208,308 to \$313,908 for PY08/09 as well as improve the Career Center service delivery system. The desired cost savings would only be realized in two of the three options recommended by the Team.

The first option contemplates the savings to be realized by having one (1) agency operate and provide the Business Services unit consisting of four (5) Business Consultants staff. The agency would not be a Career Center operator/service partner. As a result, this could potentially enhance Business Services for the Region; however there is no cost savings.

The second option considered is to increase the number of SFW Business Services staff at SFW headquarters with the addition of four (4) Business Consultants at no additional administrative cost. This would allow additional staff for the coordination of Business Services for the Region, and the flexibility to provide Business Services not only for the Career Centers but for all South Florida Workforce programs. This option results in a cost savings of at least \$61,489.

The third option considered by the work Team is to maintain the current Career Centers/service partners Business Services collaboration, which does not provide any cost savings. This simply means improving the current Business Services Unit process to provide Business Services to the Region's business community. A process would be developed to assure that one message is being delivered to the business community.

Mr. Acosta and Ms. DuBois announced they had to leave the meeting.

Mr. Fils-Aime requested a motion before the quorum was lost.

Ms. Harder stated she was not ready to make a motion, since she had additional questions.

Mr. Beasley requested that before a quorum was lost, the Committee provide consensus to staff authorizing the draft of a Request for Proposal for Career Center Services. The Committee provided consensus and the recommendations that the item to be forwarded to the full board for action.

Mr. Acosta and Ms. DuBois left the meeting, and Mr. Fils-Aime announced that the quorum was lost.

The Committee continued discussing several issues in reference to the Business Services options. Mr. Margolis emphasized the importance of including services to small businesses, which were an important job source in our communities. In addition, the Committee discussed the possibility of job developers and business consultants working more directly with employers in an effort to expand the services provided to employers.

Regarding Business Services, there was no action taken and the item would be brought back to the Committee with additional information at the next meeting.

Mr. Fils-Aime was joined by the Committee in acknowledging the effort, hard work and dedication of Partners' staff and SFW staff who worked together to develop the options presented.

The meeting adjourned at 11:17 A.M.



3.

SFWIB – Workforce Systems Improvement Committee

June 13, 2008

Proposed Redesign of Workforce Delivery System - Discussion

Discussion Item

BACKGROUND

The WSI Committee has held discussions on the Region's Service Delivery which have focused on how to provide services where not currently provided, funding levels and the impact funding has on the Career Centers and the services that can be provided.

The Service Partners and SFW staff having been working in partnership to develop recommendations for the Region's service delivery system. Two teams had been created, each team composed of Service Partners and SFW staff. The first team was charged with determining the number of service delivery centers, and the second team was charged with reviewing the service delivery process.

At the April 24, 2008, Workforce Systems Improvement Committee meeting the Service Partners and SFW staff teams presented options that had been developed for the Committee's review and actions. The Committee recommended the following be forwarded to the Board for approval:

- the consolidation of the Carol City, Hialeah Gardens and Miami Downtown Career Centers be forwarded to the full Board for approval, and.
- consolidating four QA staff currently assigned to the Career Centers/Service Providers with the current SFW Program staff be forwarded to the full Board for approval.

The SFW and Service Partner Team presented the Business Services options for the Committee's consideration. The Committee members present requested that the Business Services options be discussed at their next meeting.

Attachments

Career Center Process Improvement Recommendations for Business Services

Pursuant to the Workforce Systems Committee's request in March 2008, a Career Center Process Improvement Working Group ("Group") comprised of South Florida Workforce Investment Board (SFWIB) staff and current service providers' staff was convened to study and provide recommendations to improve the Career Center service delivery system and identify cost savings for Program Years 08/09 and 09/10. The Group was charged to: a) provide recommendations for Career Center staff on how to continue to provide adequate delivery of services to our primary and secondary customers and b) to do so without radically impacting the current staffing levels of existing career centers.

The Group met over a five week period to review and discuss the current career center service delivery system and to consider a variety of models proposed. Summarized below are the Business Services options that could potentially improve the Career Center service delivery system and realize a potential cost savings.

As detailed below, the desired cost savings would only be realized in two of the three options recommended by the Career Center Process Working Group. The cost savings analysis is also attached (**Attachment B**).

Business Services - Option One

The first option contemplates the savings to be realized by having one (1) agency operate and provide the Business Services unit consisting of four (4) Business Consultants staff. This agency must not be Career Center operator/service partner. As a result, this could potentially enhance Business Services for the Region, however there is no cost savings.

Pros:

- one message - branding with employers
- training as one agency

Cons:

- disconnection between the agency and Career Center service partners

Business Services - Option Two

The second option considered is to expand the SFW staff Business Services at SFW headquarters with the addition of four (4) Business Consultants staff at no additional administrative cost. This would allow additional staff for the coordination of Business Services for the Region. In addition, the staff would have the flexibility to provide Business Services not only for the Career Centers but across all South Florida Workforce programs. This option results in a cost savings of at least \$61,489.

Pros:

- cost savings
- one single message - branding Employers
- training as one agency

- government agency access to other agencies and resources

Cons:

- disconnection between SFW Business Services Unit and the Service Partners

Business Services - Option Three

The third option considered by the working group is to maintain the current Career Centers/service partners Business Services collaboration. This option does not provide any cost savings. This option simply means improving the current Business Services Unit process to provide Business Services to the Region's business community. A process will have to be worked on in order to assure that one message is being delivered to the business community.

Pros:

- not reinventing the wheel
- all Career Center service partners are stakeholders

Cons:

- challenge in the providing one message/branding
- service partner may have individual agenda
- no cost savings

Conclusion

In conclusion, the group made considerable progress in articulating strategies that would allow the Region to improve the Business Services Process for the Region. The working group recognizes that it is extremely important that we increase partnerships with other Economic Development organizations to strengthen our workforce systems. Undoubtedly, we face many constraints and challenges, therefore; it will be the responsibility of all of us to stay the course and provide support to this important process as it now enters its crucial, implementation phase. We look forward to keeping you apprised of our progress in the future.

Option 3 Collaboration of all Service Partners

JOB TITLE	Salary	Fringe Benefits	Adm Cost	Total Cost
Business Consultant 1	\$ 40,000.00	\$ 12,801.00	\$ 5,280.10	\$ 58,081.10
Business Consultant 2	\$ 35,000.00	\$ 11,201.00	\$ 4,620.10	\$ 50,821.10
Business Consultant 3	\$ 45,172.84	\$ 14,456.31	\$ 5,962.91	\$ 65,592.06
Business Consultant 4	\$ 34,985.60	\$ 11,196.39	\$ 4,618.20	\$ 50,800.19
Business Consultant 5	\$ 35,135.00	\$ 11,244.20	\$ 4,637.92	\$ 51,017.12
	\$ 190,293.44	\$ 60,898.90	\$ 25,119.23	\$ 276,311.57

Option 2 SFW

	Minimum	Maximum	Average
Salary Range	\$ 29,800.00	\$ 50,000.00	\$ 39,900.00
Salary plus Fringe Benefits	\$ 40,110.80	\$ 67,300.00	\$ 53,705.40
Salary plus Fringe Benefits for 4 BC Staff	\$ 160,443.20	\$ 269,200.00	\$ 214,821.60
Cost Savings	\$ (115,868.37)	\$ (7,111.57)	\$ (61,489.97)

Option 1 One Agency (non Career Center Operator)

\$ 38,058.69	\$ 12,178.78	\$ 5,023.75	\$ 55,261.21
	5 Business Consultants		\$ 276,306.07
	Cost Savings		\$ 5.50



4.

SFWIB – Workforce Systems Improvement Committee

June 13, 2008

Career Center Locations

RECOMMENDATION

SFWIB staff recommends that staff be authorized to move forward with Career Center actions set forth below.

BACKGROUND

At the April 24, 2008, Workforce Systems Improvement Committee meeting the Committee recommended the following the following action: consolidation of the Carol City, Hialeah Gardens and Miami Downtown Career Centers.

SFW staff researched alternative solutions for the Carol City and Hialeah Gardens Career Centers. The attached analysis outlines a solution. If approved by the Board, SFW would proceed with the consolidation of the Carol City and Hialeah Gardens Career Centers. However, by reducing the square footage and/or relocating the West Dade Career Center, the savings will enable SFW to negotiate and open new Career Centers in the Hialeah Gardens and Carol City areas. To ensure savings, the size of these Centers would be reduced compared to the existing locations.

The actions detailed above would enable SFW to maintain its presence in the Carol City and Hialeah Gardens communities.

SFWIB staff recommends that staff be authorized to move forward with Career Center actions detailed above.

Attachment

Career Center Expenditures	YEAR ONE				YEAR TWO				YEAR THREE				
	Coral Way	Hialeah Gardens	Job Corps	West Dade	Coral Way	Hialeah Gardens	Job Corps	West Dade	Coral Way	Hialeah Gardens	Job Corps	West Dade	
Square Footage	6,000	5,196	5,000	17,772	6,000	5,196	5,000	17,772	6,000	5,196	5,000	17,772	
Base Rent ¹	\$ 22.00	\$ 22.00	\$ 9.66	\$ 19.00	\$ 23.10	\$ 22.66	\$ 9.66	\$ 19.95	\$ 24.26	\$ 23.34	\$ 9.66	\$ 20.95	
CAM	\$ 2.26	\$ 7.25	\$ -	\$ 6.74	\$ 2.37	\$ 7.61	\$ -	\$ 7.08	\$ 2.49	\$ 7.99	\$ -	\$ 7.43	
Pass Throughs	\$ 3.51	\$ -	\$ -	\$ -	\$ 3.68	\$ -	\$ -	\$ -	\$ 3.86	\$ -	\$ -	\$ -	
Utilities	\$ 2.67	\$ 2.67	\$ 2.67	\$ 2.67	\$ 2.80	\$ 2.80	\$ 2.80	\$ 2.80	\$ 2.94	\$ 2.94	\$ 2.94	\$ 2.94	
Janitorial	\$ 3.37	\$ 3.37	\$ -	\$ 3.37	\$ 3.54	\$ 3.54	\$ -	\$ 3.54	\$ 3.72	\$ 3.72	\$ -	\$ 3.72	
Total Sq. Ft. Cost	\$ 33.81	\$ 35.29	\$ 12.33	\$ 31.78	\$ 35.49	\$ 36.61	\$ 12.46	\$ 33.37	\$ 37.27	\$ 37.99	\$ 12.60	\$ 35.04	
Annual Cost	\$ 202,860.00	\$ 183,366.84	\$ 61,650.00	\$ 564,794.16	\$ 212,940.00	\$ 190,225.56	\$ 62,300.00	\$ 593,051.64	\$ 223,620.00	\$ 197,396.04	\$ 63,000.00	\$ 622,730.88	
Three Career Centers (CW/HG/JC) Vs West Dade				\$ 447,876.84	\$ 564,794.16					\$ 465,465.56	\$ 593,051.64		
<i>Variance - Savings/(Overage)</i>				\$	116,917.32					\$	127,586.08		
										\$	484,016.04	\$	622,730.88
										\$		138,714.84	

¹ The base rents for the Coral Way and Hialeah Gardens locations are quotes from the leasing agents. The rates have not been negotiated. Due to negotiations rates could be lower.



5.

SFWIB – Workforce Systems Improvement Committee

June 13, 2008

Allocation of Welfare Transition Non-Custodial Funds

RECOMMENDATION

SFWIB staff recommends the approval of an allocation not to exceed \$47,057.00 in unobligated Welfare Transition Non-Custodial Parents funds as set forth below.

BACKGROUND

Gulf Coast Jewish Family Services, Inc, d/b/a Gulf Coast Community Care has been operating the Non-Custodial Parent Employment Program under a contract with SFW using Welfare Transition Non-Custodial Parents funds. .

There is approximately \$47,057.00 in unobligated Welfare Transition Non-Custodial Parent funds available.

SFWIB staff recommends the approval of an allocation not to exceed \$47,057.00 in unobligated Welfare Transition Non-Custodial Parents funds to Gulf Coast Jewish Family Services, Inc, d/b/a Gulf Coast Community Care.



7.

**SFWIB – Workforce Systems Improvement
Committee**

June 13, 2008

Balanced Scorecard Discussion

Discussion Item

BACKGROUND

The Region's Balanced Scorecard, which measures the Service Partners performance, for the period July 1, 2007 – March 31, 2008 will be reviewed.

Attachments

(DRAFT) Balanced Scorecard FP '07-'08 (Progress Report)

Report date range: 7/1/2007 - 3/31/2008
 Report date: 5/6/2008 @ 9:00 a.m.
 Modified date: 5/20/2008 @ 11:00 a.m.

Centers	WIA Training	Standard	CAP Training	Standard	Employment	Standard	Professional Placements	Standard	Self-Sufficiency	Standard	Employment Wage Rate	Standard	WIA Employment Gateway	Standard	WIA Retention Rate	Standard	CAP Retention Rate	Standard	Job Development Index	Standard	Job Development Index > 12	Standard	UC Duration	Standard
Arbor	Carol City	67%	70%	80%	60%	1120	1317	129	198	116	263	\$ 10.72	\$ 12.00	140	135	85%		75%	666	535	204	187	9	<10 wks
	Hialeah Gardens	82%	70%	100%	60%	1980	1641	250	246	156	328	\$ 10.24	\$ 12.00	228	198	85%		75%	1053	993	415	348	9	<10 wks
	Homestead	76%	70%	50%	60%	2452	1281	52	192	58	256	\$ 7.76	\$ 12.00	78	135	85%		75%	464	483	122	169	9	<10 wks
Youth Co-Op	Northside	64%	70%	100%	60%	1334	1500	134	225	109	300	\$ 10.47	\$ 12.00	128	198	85%		75%	851	666	326	233	9	<10 wks
	West Dade	69%	70%	88%	60%	1782	1731	311	260	431	346	\$ 12.35	\$ 12.00	229	225	85%		75%	1339	1289	500	451	8	<10 wks
	Perrine	76%	70%	86%	60%	1942	1749	331	262	510	350	\$ 12.13	\$ 12.00	188	171	85%		75%	937	768	496	269	9	<10 wks
	Little Havana	69%	70%	100%	60%	1497	1395	249	209	269	279	\$ 11.65	\$ 12.00	165	147	85%		75%	1267	822	642	288	9	<10 wks
	Miami Downtown	63%	70%	0%	60%	723	927	142	139	116	185	\$ 12.03	\$ 12.00	125	117	85%		75%	1095	1075	506	376	9	<10 wks
	Florida Keys	75%	70%	0%	60%	538	636	51	95	54	127	\$ 17.58	\$ 12.05	66	48	85%		75%	492	212	216	74	9	<10 wks
Ser Jobs	N. Miami Beach	82%	70%	75%	60%	1516	1338	136	201	149	268	\$ 11.64	\$ 12.00	109	156	85%		75%	1161	1122	463	393	9	<10 wks
	Unitad	Miami Beach	75%	70%	100%	60%	1019	747	138	112	161	149	\$ 11.66	\$ 12.00	149	189	85%		75%	726	620	231	217	8
City of Hialeah	Hialeah Downtown	84%	70%	100%	60%	1221	1197	84	180	100	239	\$ 12.20	\$ 12.00	143	138	85%		75%	1333	1269	469	444	9	<10 wks
	Transition	Transition	0%	70%	0%	60%	379	438	12	66	7	88	\$ 9.15	\$ 9.95	86	144	85%		75%	206	219	13	77	9
Region 23	Region 23	75%	70%	86%	60%	17503	15897	2019	2385	2236	3179	\$ 11.10	\$ 12.00	1834	2001	85%		75%	11590	10073	4603	3526	9	<10 wks

(DRAFT) Balanced

Report date range: 7/1/2007 - 3/31/2008
 Report date: 5/6/2008 @ 9:00 a.m.
 Modified date: 5/20/2008 @ 11:00 a.m.

		REGIONAL																					
Centers	CAP Error Rate	Standard	WIA Error Rate	Standard	Jobs Opening Filled Rate	Standard	CAP Participation %	Standard	CAP EER %	Standard	WP EER %	Standard	WIA Employed Worker EER %	Standard	WIA Adult EER %	Standard	WIA DW EER %	Standard	VET EER %	Standard	FSET EER %	Standard	
Arbor	Carol City	19.00%	3%	3.41%	3%	61%	62%		52%	40%	25%	40%	96%	95%	100%	93%	100%	92%	30%	35%		28%	
	Hialeah Gardens	17.11%	3%	5.18%	3%	42%	62%		52%	40%	32%	40%	95%	95%	99%	93%	99%	92%	25%	35%		28%	
	Homestead	21.52%	3%	5.04%	3%	81%	62%		52%	40%	35%	40%	100%	95%	97%	93%	88%	92%	32%	35%		28%	
Youth Co-Op	Northside	8.13%	3%	0.00%	3%	59%	62%		52%	40%	26%	40%	90%	95%	99%	93%	94%	92%	23%	35%		28%	
	West Dade	9.46%	3%	0.28%	3%	57%	62%		52%	40%	29%	40%	99%	95%	100%	93%	99%	92%	20%	35%		28%	
	Perrine	12.16%	3%	2.74%	3%	58%	62%		52%	40%	30%	40%	93%	95%	100%	93%	100%	92%	24%	35%		28%	
	Little Havana	14.56%	3%	2.94%	3%	60%	62%		52%	40%	30%	40%	83%	95%	98%	93%	95%	92%	27%	35%		28%	
	Miami Downtown	11.35%	3%	2.06%	3%	35%	62%		52%	40%	27%	40%	88%	95%	100%	93%	100%	92%	29%	35%		28%	
	Florida Keys	23.89%	3%	1.95%	3%	42%	62%		52%	40%	29%	40%	92%	95%	100%	93%	100%	92%	25%	35%		28%	
Ser Jobs	N. Miami Beach	26.16%	3%	1.69%	3%	74%	62%		52%	40%	27%	40%	98%	95%	100%	93%	100%	92%	31%	35%		28%	
Unidad	Miami Beach	22.45%	3%	3.43%	3%	66%	62%		52%	40%	36%	40%	87%	95%	83%	93%	85%	92%	36%	35%		28%	
City of Hialeah	Hialeah Downtown	10.60%	3%	2.27%	3%	39%	62%		52%	40%	31%	40%	100%	95%	100%	93%	100%	92%	15%	35%		28%	
Transition	Transition	n/a	3%	7.69%	3%	95%	62%		52%	40%	36%	40%	0%	95%	99%	93%	0%	92%	40%	35%		28%	
Region 23	Region 23		3%		3%	57%	62%	38%	52%	34%	40%	30%	40%	95%	95%	98%	93%	97%	92%	26%	35%	28%	



8. Revised

SFWIB – Workforce Systems Improvement Committee

June 13, 2008

Workforce Services RFP Actions

RECOMMENDATION

SFWIB staff recommends that the Workforce Service Request for Proposal be declared a failed procurement.

BACKGROUND

On May 20, 2008, a Request for Proposals (RFP) for Workforce Services for the period July 1, 2008 through June 30, 2009, was released to the community. A total of nine (9) agencies responded to the Workforce Services RFP.

Staff reviewed the submissions based on the criteria detailed in the RFP. A publicly noticed Proposal Review Session was conducted on June 11, 2008. The reviewers provided their scoring per respondent. A total of four (4) agencies were disqualified from consideration for failing to meet due diligence requirements. Table 1 displays the results of the public review session.

Historically, 80 points was the minimum score for consideration for funding. Based on the results of the proposal review session, SFW staff recommends that the Workforce Services RFP be declared a failed procurement.

Attachment

Workforce Services

Requesting Organization	Workforce Services Carol City Location						
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan	Comments
		Average Score Across Raters					
Arbor E&T, LLC	4.25	44.56	0.00	9.50	9.50	67.81	
Better Family Life	4.25	40.19	10.00	6.60	10.00	71.04	Proposal disqualified. Thje agency did not meet Due Diligence

Workforce Services

Requesting Organization	Workforce Services Hialeah Downtown Location						
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan	Comments
		Average Score Across Raters					
Hialeah, City of	4.50	29.00	6.25	9.10	8.50	57.35	Proposal disqualified. Thje agency did not meet Due Diligence

Workforce Services

Requesting Organization	Workforce Services Hialeah Gardens Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan
		Average Score Across Raters				
Arbor E&T, LLC	4.25	44.56	3.75	9.50	9.50	71.56

Workforce Services

Requesting Organization	Workforce Services North Miami Beach Location						
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocviation Plan	Comments
		Average Score Across Raters					
Arbor E&T, LLC	4.25	44.56	3.75	9.50	9.50	67.81	
SER-Jobs for Progress, Inc	2.75	48.25	10.00	9.50	9.00	79.50	Proposal disqualified. The agency did not meet Due Diligence

Workforce Services

Requesting Organization	Workforce Services Northside Location						Comments
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan	
		Average Score Across Raters					
Arbor E&T, LLC	4.25	44.56	3.75	9.50	9.50	71.56	
Private Industry Council of Dade County dba Jobs for Miami	3.75	44.00	10.00	9.50	10.00	77.25	Proposal disqualified. The agency did not meet Due Diligence
Youth Co-Op, Inc.	4.25	49.19	5.00	9.50	10.00	77.94	

Workforce Services

Requesting Organization	Workforce Services Miami Beach Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan
		Average Score Across Raters				
UNIDAD of Miami Beach, Inc.	3.50	45.50	10.00	9.00	7.00	75.00

Workforce Services

Requesting Organization	Workforce Services Little Havana Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance + Budget & Cost Allocation Plan)
		Average Score Across Raters				
Arbor E&T, LLC	4.25	44.56	3.75	9.50	9.50	71.56
Youth Co-Op, Inc.	4.25	49.19	5.00	9.50	10.00	77.94

Workforce Services

Requesting Organization	Workforce Services West Dade Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan
		Average Score Across Raters				
Youth Co-Op, Inc	4.25	44.19	6.25	9.50	10.00	79.19

Workforce Services

Requesting Organization	Workforce Services Perrine Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan
		Average Score Across Raters				
Youth Co-Op, Inc	4.25	44.19	6.25	9.50	10.00	79.19

Workforce Services

Requesting Organization	Workforce Services Homestead Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan)
		Average Score Across Raters				
Arbor E&T, LLC	4.25	44.56	3.75	9.50	9.50	71.56
Adults Mankind Organization (AMO), Inc.	4.25	36.19	7.50	9.50	9.00	66.44

Workforce Services

Requesting Organization	Workforce Services Offender Hub- Culmer & REG Courthouse Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan
		Average Score Across Raters				
Transition	3.75	41.69	7.50	9.10	9.00	71.04

Workforce Services

Requesting Organization	Workforce Services Key Largo Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan
		Average Score Across Raters				
Youth Co-Op. Inc	4.25	49.19	5.00	9.50	10.00	77.94

Workforce Services

Requesting Organization	Workforce Services Key West Location					
	Organizational Experience/Capabilities and Staffing Qualifications (5 points)	Proposed Service Strategies/Scope of Services (65 Points)	Proposed Performance/Cost Effectiveness (10 points)	Proposed Budget (10 Points)	Cost Allocation Plan (10 points)	Final Rating Score (Organizational Cap + Average Score of Raters (Technical) + Proposed Performance _ Budget & Cost Allocation Plan
		Average Score Across Raters				
Youth Co-Op. Inc	4.25	49.19	5.00	9.50	10.00	77.94