



**OFFICE OF ECONOMIC AND WORKFORCE DEVELOPMENT
WORKFORCE DEVELOPMENT DIVISION
MEMORANDUM**

DATE: February 19, 2010
TO: Members of the Workforce Investment San Francisco Board
FROM: Rhonda Simmons, Director of Workforce Development
RE: Establishing Contracts for WIA-Funded Activities in OEWD's Request for Proposals (RFP) 108

ACTION REQUESTED

OEWD requests that the WISF grant OEWD authority to identify, approve, and establish contracts with vendors, contractors and/or grantees to perform WIA-funded activities outlined in RFP#108.

BACKGROUND

During the December 9, 2009 meeting of the WISF, this item to approve the framework for RFP 108 was presented and discussed. It was intended that this item would be approved at this meeting; however, quorum was lost before the vote was taken. During the discussion, no objections were made by the members and suggestions were incorporated into framework.

The RFP framework seeks to fund programs that are aligned to the Goals and Objectives that were outlined in the Strategic Plan that was approved by the WISF in October of 2009. Specifically, the RFP supports the following Strategic Plan Goals.

Specific Strategic Plan Recommendations Supported through RFP#108

Goal 1: Improve Responsiveness of Workforce System to stable/ growing industries
Goal 2: Re-engage youth disconnected from the education system and labor market to achieve academic credentials, transition to post-secondary education, and/or secure living wage employment
Goal 3: Increase access to workforce services for populations underserved by the workforce development system
Goal 4: Improve Businesses capacity to hire San Francisco residents, and the quality of the workforce services available to them through the workforce system.
Goal 5: Streamline and align policy and administration across multiple funding sources.

OEWD has issued RFP#108 as part of its broader workforce system strategy aimed at coordinating available services and resources more effectively and efficiently. This system of services will address the immediate crisis of need facing those San Franciscans who have been the most impacted by the current economic recession. OEWD's services strategy will meet this growing demand by leveraging the service systems provided through other funding resources and by addressing the service gaps in those systems to make sure more jobseekers will be able to access workforce development opportunities.

This RFP will utilize approximately \$1- 1.5M from the Workforce Investment Act (WIA) Adult and Dislocated Worker Formula Allocations.

RFPP#108 WIA-FUNDED SERVICES FRAMEWORK:

One Stop Career Link Centers: The One Stop Center grantees provide a central access point for Workforce System resources, coordinate services and outreach that meet neighborhood- specific and citywide needs, implement services and strategy in coordination with the broader One Stop system, and provide WIA-mandated services to jobseekers and employers. OEWD is re-procuring several of the existing One Stop Centers with this RFP and will re-procure the remaining One Stop Centers with another RFP in one to two years. This will create a staggered procurement process for the One Stops and create a level of stability and continuity while meeting the federal standard set forth around the procurement of Department of Labor WIA funds. The One Stops to be re-procured in this round each have contracts that will be coming to an end at the end of June 2010. Funding for these One Stops will be provided mostly or entirely through the City's formula WIA Adult and Dislocated worker allocations. The parameters for the services offered through these One Stops will be dictated primarily through federal guidelines and regulations.

WIA Child Care Resources Administrator: This grantee administers WIA-funded childcare resources; and also provides trainings to One Stop and other workforce system providers regarding child care resources, information, and referrals. OEWD is re-procuring a contract for a provider of these services as called for by the federal standards set forth around the procurement of Department of Labor WIA funds. Again, the parameters for the services offered will be dictated through federal guidelines and regulations. Through RFP#108, OEWD has added an additional component for this grantee to provide technical trainings to One Stop and other workforce system providers so parents accessing the workforce system will have more knowledgeable staff to help them work through their childcare needs.