

MT SWIB

STATE WORKFORCE INNOVATION BOARD

AGENDA ACTION REPORT

MEETING October 26th, 2016 WIOA Committee

ITEM One-Stop Operator Selection

ACTION REQUESTED Action Item

PRESENTED BY Shannon Lewis, SWIB Program Manager

INFORMATION WIOA Part 678 outlines the roles, responsibilities, and establishment of One-Stop systems. WIOA's One-Stop requirements place a greater emphasis on partnerships and strategies necessary to provide services to its customers. In addition, WIOA requires that states use a competitive process to designate a One-Stop Operator for its system. In order to achieve compliance within the state of Montana, the SWIB will take action on a competitive process in order to select a One-Stop Operator for the state of Montana.

- MOTION**
1. Motion to approve the One-Stop Operator Application.
 2. Motion to approve the application scoring for the One-Stop Operator Application.

SYNOPSIS The WIOA Committee will review, comment on, and approve the One-Stop Operator Application and scoring template designed to comply with WIOA §678.605

§678.605 How is the One-Stop Operator Selected?

- a) Consistent with paragraphs (b) and (c) of this section, the Local WDB must select the one-stop operator through a competitive process as required by sec. 121(d)(2)(A) of WIOA, at least once every 4 years. A state may require, or a Local WDB may choose to implement, a competitive selection process more than once every 4 years.
- b) In instances in which a State is conducting the competitive process described in paragraph (a) of this section, the State must follow the same policies and procedures it uses for procurement with non-Federal funds.

- c) All other non-Federal entities, including subrecipients of a State (such as local areas), must use a competitive process based on local procurement policies and procedures and the principles of competitive procurement in the Uniform Guidance set out at 2 CFR 200.320(f) will read as “sole source procurement” for the purpose of implementing this section.
- d) Entities must prepare written documentation explaining the determination concerning the nature of the competitive process to be followed in selecting a one-stop operator.

As the State of Montana is a single workforce area state, and because Montana’s WIOA funding is distributed through MACo District, there is no money associated with being a designated one-stop operator. Because our one-stop operators do not receive funds, the State of Montana does not need to proceed through a formal RFP process, rather we may follow ARM 2.5.603(1).

ARM 2.5.603: SMALL PURCHASES OR LIMITED SOLICITATIONS OF SUPPLIES AND SERVICES

- 1) The division or state agency may procure supplies or services then the total contract value will be \$5,000 or less using a purchase technique that best meets the agency’s needs, including the use of electronic online auctions.

Last, because Montana is a single workforce area state that operates under a single workforce development board, rather than local workforce development boards, it is seeking a one-stop operator with a statewide presence that meets the one-stop operator criteria as designated under WIOA.

Process and Timeline:

10/10 – 10/28/2016	WIOA Committee reviews and approves the final application and scoring template.
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11/1/2016	Competitive Process Opens <ul style="list-style-type: none"> • SWIB staff will work with the Department of Labor’s Communications Director on a press release going to the following: <ul style="list-style-type: none"> ○ SWIB Interested Persons List
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- DOL Interested Persons List
- Department of Administration's Interested Persons List
- SWIB Staff will post online at the following websites:
 - SWIB Website
 - Department of Administration Procurement Website
 - Department of Labor main page

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| 1/3/2017 | Applications are due |
| 1/9/2017
(week of) | WIOA Committee will meet and score applications |
| Late January 2017 | Full SWIB Board Meeting. Approval of the one-stop operator will be approved by the full SWIB. |
| 2/1/2017 | Award announcement |

ATTACHMENTS

- One-Stop Application
 - Addendum A – Services and Partnerships
 - Addendum B – Business Services
 - Addendum C – Facilities
- One-Stop Scoring Document