

One Stop Operator Procurement, Roles, Eligible Entities

General Information

Purpose of the Request for Proposal

The Niagara County WDB will seek proposals for a One-Stop System Operator to coordinate the service delivery of one-stop partners and service providers across the one-stop delivery system. The entity chosen will report to the WD Board through the Executive Director.

This is a new role within the local workforce system, mandated by the Workforce Innovation and Opportunity Act of 2014 (WIOA, Public Law No. 113-328, 128 Stat. 1425, codified as amended at 29 U.S.C. 3101 et. seq.).

The contract awarded from this RFP is anticipated to begin July 1, 2017 and end June 30, 2018. The Niagara WDB reserves the right to extend the contract for up to two additional one-year periods, resulting in up to three one-year contracts. Contract extensions may be based on funding availability, satisfactory performance, and any other factors that the Board, at its sole discretion, deems appropriate.

Proposals will be accepted from those eligible entities identified in Section I(3) below that can demonstrate the administrative capacity to successfully provide the services identified in the RFP. The contents of the accepted proposal will become the basis for negotiation of a final contract agreement. The negotiation will include all elements of the proposal and may include additional elements as negotiated.

Estimated Contract Amount

We anticipate a budget of \$5,000 to \$7,000 for the contract period of July 1, 2017 to June 30, 2018 for the activities required of the One-Stop System Operator under this proposal.

One contract will be awarded under this RFP. The contract will provide payment on a cost reimbursement basis.

Eligible Applicants

As the local administrative agent of WIOA programs and activities, Niagara WDB is required to procure and designate a One-Stop System Operator. The one-stop operator must be an entity (public, private, or nonprofit) or a consortium of entities that, at a minimum, includes three or more of the required one-stop partners of demonstrated effectiveness.

Such entities may include the following:

Government agencies or governmental units, such as: Local or county governments, school districts, State agencies, and Federal WIOA partners;

Employment Service State agencies under the Wagner-Peyser Act, as amended by title III of WIOA;

Indian Tribes, tribal organizations, Alaska Native entities, Indian-controlled organizations serving Indians, or Native Hawaiian organizations (collectively referred to herein as "Indian Tribes");

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Educational institutions, such as: institutions of higher education, nontraditional public secondary schools such as night schools, and area career and technical education schools (however, elementary and other secondary schools are not eligible to become a one-stop operator);

Community-based organizations, nonprofit entities, or workforce intermediaries;

Other interested organizations that are capable of carrying out the duties of the one-stop operator, such as a local chamber of commerce, other business organization, or labor organization;

Private for-profit entities;

Local WDBs, if approved by the Chief Elected Official (CEO) and the Governor as required in WIOA sec. 107(g)(2).

One-Stop Operator Roles and Prohibited Functions. The basic role of a one-stop operator is to coordinate the service delivery of participating one-stop partners and service providers. At a minimum, States and Local WDBs must ensure that in carrying out this role, one-stop operators do the following:

- ☐ Disclose any potential conflicts of interest arising from the relationships of the one-stop operators with particular training service providers or other service providers, including but not limited to, career services providers;
- ☐ In coordinating services and serving as a one-stop operator, refrain from establishing practices that create disincentives to providing services to individuals with barriers to employment who may require longer-term services, such as intensive employment, training, and education services; and
- ☐ Comply with Federal regulations, and procurement policies, relating to the calculation and use of profits.

Local WDBs may establish additional roles for the one-stop operator, including the following: being the primary provider of services within the center; providing some of the services within the center; coordinating service providers within the center and across the one-stop system; and coordinating service delivery in a multi-center area, which may include affiliated sites. The role of the one-stop operator must be clearly articulated in all phases of the procurement process, as well as in the legally binding agreement between the Local WDB and the one-stop operator.

One-stop operators may not perform the following functions: convene system stakeholders to assist in the development of the local plan; prepare and submit local plans (as required under WIOA sec. 107); be responsible for oversight of itself; manage or significantly participate in the competitive selection process for one-stop operators; select or terminate one-stop operators, career service providers, and youth providers; negotiate local performance accountability measures; or develop and submit budgets for activities of the Local WDB in the Local Area.