

Documentation of Online Communication with Upper Savannah Workforce Development Board and online vote. Delivered to board via email November 18, 2022

Time-Sensitive Vote Electronic Vote

The following was discussed at the November 14, Upper Savannah Workforce Development Board meeting. It was tabled so additional information could be gathered and provided to the board. Votes will be recorded electronically up to noon, Tuesday, November 22.

Proposed Motion Regarding Procurement

The Upper Savannah Workforce Development Board will jointly issue a Request for Proposal (RFP) with WorkLink Workforce Development Board for services which can start as soon as April 1, 2022 or as late as July 1, 2023 for Adult and Dislocated Worker Career Services and One Stop Workforce Center Operations which include Adult, Dislocated Worker and Youth business services and work-based learning. Upper Savannah and WorkLink will have separate contracts and the board can leave the arrangement if it is felt it is not in their best interest. The Upper Savannah Workforce Development Board will still vote on the provider(s).

Upper Savannah will procure Youth Workforce Services for our seven counties. Youth will be scored by the Youth Committee named by Chair and be voted on by the Upper Savannah Workforce Development Board

Note: Some members have joined since the board was last briefed on conflict of interest. Attached is the board's definition as stated in the procurement policy

1. Conflict of Interest - Does any member of the panel have a conflict of interest by sitting on the evaluation panel? Federal policy says a panelist would have a conflict of interest when an employee, officer, or agent, or any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated has a financial or other interest or a tangible person benefit from a firm considered for a contract. The Upper Savannah policy further states that a person who is a board member of an applicant has a conflict.

Please use the attached link to vote <https://uppersavannah.wufoo.com/forms/sxqv7qk1ryz6z9/>

Why is this recommended?

Upper Savannah received no proposals on the October 21 deadline. Joint procurement was recommended to Upper Savannah by the state workforce development board. Two South Carolina areas (Greenville and Upstate) already do joint procurement.

Summary of research gathered since Monday's meeting: Four individuals provided information on factors which lead to them not submitting an offer.

- Was not prepared to support IT as part of contract (3)
- Work Statement (specifications) too prescriptive (3)
- Funding not sufficient to operate programs as specified (2)
- Current Upper Savannah performance is lower than results in our other areas
- Needed more information
- We remain interested in the RFP in the future
- Objected to required 1% match in operator contract
- Appears to lack coordination between Workforce Board and contractors
- Additional performance measures cumbersome

How does joint procurement address the problems noted in the research?

1. The joint budget is about double Upper Savannah's, making it more attractive.
2. Procurement does not require the operator to maintain center computers.
3. The procurement document is less prescriptive. Rather than requiring all organizations to adopt the same model, it asks organizations to set SMART goals and develop the dashboards that they will be judged by. The contractor sets a report communicated to board.
4. There is a longer lead time for respondents and more time for proposals to be reviewed. All organizations responding must attend the offeror's conference. The Q&A period is established.

WorkLink plans to release the document early next week. ***If we do not take action by Tuesday at noon, we will lose this chance, potentially for four years.*** Of all of the South Carolina workforce areas, WorkLink is the most like ours in geography, population and industry composition.

If anyone needs additional information, please call me, at 864.941.8074 or email me at askinner@uppersavannah.com. Also if the link does not work, your vote can be emailed.

Results of vote. We received a yes through the online link or by email from the following members:

Scott Coleman, John Calhoun, Stephen Taylor, Theresa Stover, Kelli Fewox, Julie Bagwell, Candi Lalonde, Roy Lowe, Darron Wilson, Ann Blanton and Betty Carol Jones