

5. Workforce System and Partners

A description of the workforce development system in the local area that identifies the programs that are included in that system and how the local board will work with the entities carrying out core programs and other workforce development programs to support alignment to provide services. Discuss how the LWDA will align policies, operations, administrative systems and other procedures to assure coordination and avoid duplication of the workforce programs and activities. Describe agreements and procedures in place or in progress, and describe how the local board will work towards WIOA compliance in regard to the selection of a one-stop operator and a funding mechanism for one-stop infrastructure costs (see WIOA sec. 121 and draft regulations Part 678). Also include a link to where policies and procedures are posted and provide copies of existing agreements in the appendix.

b. A description of the competitive process to be used to award the subgrants and contracts in the local area for activities carried out under this title.

WIOA Title I Adult, Dislocated Worker and Youth programs

The Pima County Procurement Director has delegated authority to Pima County [Community Services, Employment and Training](#) (CSET) to conduct procurement processes on behalf of the Pima County [Workforce Investment Board \(WIB\)](#) and Pima County.

The Pima County Procurement Code may be reviewed at https://www.municode.com/library/az/pima_county/codes/code_of_ordinances?nodeId=TI11PICOPRCO

Non-competitive contracts are awarded to Pima Community College (PCC) and other government agencies through an Intergovernmental Agreement (IGA) when it is determined that it is in the best interests of the County to do so.

Other than IGAs, there are two types of contracts - fee for service vendor contracts and cost reimbursement comprehensive service contracts. Some vendor contracts are procured by Pima County's Procurement Department. These are procurements for items used by clients such as work tools and work boots.

Fee For Service – Contracts used for: Cost Reimbursement – Contracts used for:

Workshops

One-Stop Staff

Alternative Education

Job Development

Youth Skills Training

Case Management

Work Experience

Follow-up

Behavioral Counseling

Mentoring

Tutoring/Dropout Prevention

Leadership

Summer Opportunities

Support Services

Potential service providers and vendors learn about solicitations conducted by the [WIB](#) and One-Stop from the County websites (postings available on the [WIB](#), One-Stop and Procurement web pages) and in a local newspaper.

Procurements have specified timelines, and proposals are reviewed by [WIB](#) members who make funding recommendations to the Pima County Board of Supervisors. The

WIB's Planning Committee, with the assistance of the One-Stop staff, recommends priorities for solicitation of One-Stop services.

Typical evaluation factors are:

- Cost
- Quality, appropriateness of proposed services
- Applicant's capacity to provide services, including for special populations
- Past performance

Some typical evaluation questions:

- How will you contribute to the responsiveness of a demand-driven workforce system?
- What qualifies you to work with local demand/growth industry sectors?
- How will you contribute to workforce participation by populations that are under-represented in the workforce and/or have barriers to employment?
- What qualifies you to work with the target group(s)?
- What is your strategy to connect members of your target population to opportunities in demand industries?
- How will you contribute to the performance and accountability of the local workforce system?
- Cost
- Capacity

An interested party may file a protest regarding an alleged violation of the proposal review process that resulted in discrimination or unfair consideration. Protests must be filed according to the procedure established under Pima County Procurement Code Title 11.20.010.

On-the-Job Training (OJT) contracting is subcontracted on a competitive basis to one or more agencies that operate on a cost reimbursement basis. The subcontractor writes OJT contracts with employers, places clients into positions, monitors progress, and reimburses the employer.

Customized training is developed on an as needed basis with existing training vendors who have been procured through appropriate processes. The [WIB](#) has not operated other types of training that are exceptions to the ITA process.