

Board of Directors Meeting Agenda

SEPT. 12, 2019 • 8:30 – 11:15 A.M. ET
HYATT REGENCY GRAND CYPRESS
1 GRAND CYPRESS BLVD.
ORLANDO, FL 32836

MEETING ROOM: GRAND CYPRESS A-C

Chairman's Welcome & Remarks

Kevin Doyle

Mission Moment — Explorer & Accelerator Summer Youth Program

Mimi Coenen
COO, CareerSource Central Florida

Consent Agenda

Kevin Doyle

1. May 23, 2019, Meeting Minutes
2. Rescind Strategic Policy 2014.08.28.A.1 – Periodic Review of CareerSource Florida Policies (Sunset Policy)
3. CareerSource Research Coast One-Stop Operator Request

President's Report

Michelle Dennard

**Charting a Course for Florida to Become No. 1 in the Nation in Workforce Education/
Opportunities for Collaboration & Continuous Improvement**

- **Florida's Educational Attainment Goal — Madeline Pumariega**, Executive Vice President & Provost, Tallahassee Community College
- **Preparing Tomorrow's Workforce Today Through Work-Based Learning Opportunities — Eric Hall**, Ed.D., Chancellor for Innovation, Florida Department of Education
- **CareerSource Florida Board Engagement — Career and Technical Education Audit**
 - **Arnie Girnun**, President, New Horizons South Florida, Chief Success Officer, Florida Vocational Institute
 - **Elisha Gonzalez**, Vice President of Community Relations & Government Affairs, FAIRWINDS Credit Union
- **College & Career Pathways: Florida & the Nation — Quentin Suffren**, National Policy Director, ExcelinEd

Charting a Course Board Discussion & Action Planning

Local Partners Report

Robin King
Florida Workforce Development Association President

Open Discussion/Public Comment

Chairman's Closing Remarks

Kevin Doyle

UPCOMING MEETINGS

Finance Council and Board Teleconferences
Dec. 11



Information Items



Mission Moment Bio

Mimi Coenen



Mimi Coenen serves as chief operating officer of CareerSource Central Florida. With more than 20 years of experience in workforce development, she delivers strategic oversight on service delivery for all federal, state and local workforce development programs and grants. Under Ms. Coenen's leadership, CareerSource Central Florida helped nearly 70,000 job seekers elevate their skills and placed nearly 20,000 Floridians into sustainable jobs last year.

Consent Item 1

Approved _____
Disapproved _____

Consent Item 1

MAY BOARD MEETING MINUTES

In accordance with Article VII, Section 7.3 of the approved bylaws, the corporation is required to keep correct and complete books and records of accounts and shall keep minutes on the proceedings of the board of directors.

FOR CONSIDERATION

Approval of May 2019 Board Meeting Minutes, to include any modifications or changes noted by the board.

**DRAFT MINUTES
CAREERSOURCE FLORIDA
BOARD OF DIRECTORS MEETING
MAY 23, 2019**

CALL TO ORDER

Chairman Kevin Doyle called the meeting of the CareerSource Florida Board of Directors to order at approximately 8:31 a.m. ET on May 23, 2019, by welcoming board members and partners to the meeting. Chairman Doyle asked Joseph Roberts a Disabled Veterans Outreach Program specialist for CareerSource Flagler Volusia to lead everyone in the Pledge of Allegiance. The Pledge of Allegiance was recited and Chairman Doyle asked Lisa Cramer to call roll.

ROLL CALL/QUORUM

A quorum was present with the following board members in attendance:

Kevin Doyle	Chris Latvala
Robert Campbell	Bill Johnson
Steve Capehart	Tony McGee
Tim Center	Mike Myhre
Duane De Freese	Bryan Nelson
Robert Doyle	James Nolan
Arnie Girmun	Todd Rebol
Eric Hall*	Stephanie Smith

Board members not in attendance were: Gov. Ron DeSantis, Brittany Birken Rose Conry, Elli Hurst, Elisha Gonzalez, Ken Lawson, Camille Lee-Johnson, Rick Mathews, Sen. Bill Montford, Alex Moseley and Joe York.

*Designee

CHAIRMAN'S WELCOME & REMARKS

Chairman Doyle introduced new board members Representative Chris Latvala, appointed by House Speaker Jose Oliva, and Chancellor Eric Hall who is a designee for Education Commissioner Richard Corcoran.

Chairman Doyle recognized and thanked Beth Cicchetti with the Florida Economic Development Council for the opportunity to hold the board meeting in conjunction with the FEDC annual conference.

Chairman Doyle extended his congratulations to this year's Toni Jennings Workforce Professional of the Year, CareerSource Florida President and CEO Michelle Dennard. He also congratulated CareerSource South Florida Executive Director Rick Beasley for accepting the honor of serving as vice chair of the Greater Miami Chamber of Commerce.

Chairman Doyle recognized Elisha Gonzalez for recently being named Vice President of Community Relations and Government Affairs for FAIRWINDS Credit Union.

Chairman Doyle mentioned his appreciation to partners at the Florida Department of Economic Opportunity for their leadership in accepting and responding to the U.S. Department of Labor's Comprehensive Compliance Review of CareerSource Tampa Bay and CareerSource Pinellas. Chairman Doyle also acknowledged the significant work of CareerSource Pinellas CEO Jennifer Brackney and CareerSource Tampa Bay CEO John Flanagan for the teams' turnaround work.

Chairman Doyle noted that in February, the full board approved a new statewide apprenticeship policy, developed with the Florida Department of Education and the Florida Department of Economic Opportunity, along with CareerSource Florida. The new apprenticeship policy aligns with the Executive Order issued by Governor Ron DeSantis in January in which he challenges all of us to work together to make Florida No. 1 in the nation for workforce education by 2030. In April, the CareerSource Florida Executive Committee met in Orlando with almost all of Florida's local workforce development board leaders and several members of the Florida Department of Economic Opportunity Workforce Services Division to discuss budget priorities for the coming fiscal year. Recommendations brought forward address key issues such as apprenticeship awareness, new roles and challenges for the workforce in the gig economy, skills gaps and performance metrics.

MISSION MOMENT

Chairman Doyle invited CareerSource Flagler Volusia President and CEO Robin King to the microphone to highlight its Succeeding Through Achieving Retail Skills (STARS) program. She thanked the board for the opportunity to highlight this program and wished everyone a happy Red Nose Day. Ms. King explained Red Nose Day is a campaign to end child poverty. She invited Ralph Yourie with Walgreens to the microphone to discuss the STARS Program. Mr. Yourie then called Carlos Valderrama, CareerSource Flagler Volusia chairman to the microphone. Mr. Valderrama stated CareerSource Flagler Volusia was the recipient of a grant from The Able Trust that helped expand the STARS program. Mr. Valderrama thanked the CareerSource Florida Board of Directors and Able Trust for their support.

The STARS program partnered with Walgreens to provide individuals with disabilities a three-week retail training program. CareerSource Flagler Volusia works with participants in training and job placement to ensure they are ready to enter or re-enter the workforce.

PRESIDENT'S REPORT

Chairman Doyle introduced CareerSource Florida President and CEO Michelle Dennard. President Dennard welcomed and thanked board members and partners for coming to the meeting.

Legislative Update

President Dennard stated the passage of HB 7071 includes a \$10 million appropriation for the Florida Pathways to Career Opportunities Grant program, which will enable high schools and colleges to partner with business and industry to offer high-quality apprenticeship and pre-apprenticeship programs. It also included the creation of the Florida Talent Development Council, on which President Dennard is a member. The Council was created to develop a coordinated, data-driven, statewide approach to meeting Florida's needs for a 21st century workforce to ensure employers have access to a robust talent pipeline.

President Dennard stated the Quick Response Training program received a \$9 million appropriation. Enterprise Florida was fully funded at \$16 million and the legislature reauthorized VISIT FLORIDA for another year and provided \$50 million in funding.

President Dennard stated the corporate goals are organized around three main functions of a state workforce board:

- Communicate the vision for the CareerSource Florida network
- Leverage strategic partnerships that build capacity and increase economic opportunity
- Keep Florida's workforce system accountable by encouraging performance achievement and boosting talent pipeline alignment.

Communicate the Vision

President Dennard stated CareerSource Florida worked to evaluate existing tools, listened to what local and state level partners had to say about data tools and developed a robust and useful report that can be used as the Florida Department of Economic Opportunity continues its work on the procurement of a new job-matching system.

CareerSource Florida increased opportunities to engage across the state and country to discuss the success of the network and to learn about emerging trends and best practices. A few opportunities included:

- Senior Vice President of Business and Workforce Development, Andra Cornelius being featured as a presenter and panelist at the Emerge Americas event.
- Ms. Cornelius and Vice President of External Affairs Adriane Grant both presented as subject matter experts at the National Association of Workforce Boards Forum.
- President Dennard keynoted the International Economic Development Council Leadership Conference, talking about the importance of talent in economic development.
- Florida was selected as one of 18 states to engage in a national Workforce Innovation and Opportunity Act review sponsored by the U.S. Department of Labor along with Vice President of Strategic Policy and Performance Mary Lazor telling Florida's story.

Governor DeSantis has helped facilitate conversations and partnerships in new ways. One example is through weekly meetings with his economic team – Enterprise Florida, Space Florida, VISIT FLORIDA, CareerSource Florida and the Florida Department of Economic Opportunity.

Leverage Strategic Partnership

President Dennard said you will often hear her say that to address Florida's present and future talent needs, it takes commitment and engagement across systems and sectors. For the past two years, CareerSource Florida encouraged those partnerships through project-based strategic initiative funding. Additional funding provided during the last two years has resulted in local workforce development boards becoming Registered Apprenticeship sponsors and engagement of youth in pre-apprenticeship programs.

Keep the System Accountable

President Dennard stated CareerSource Florida has worked to keep the board strategic, focusing on work and developing a concise process through a policy development framework.

President Dennard thanked Executive Committee members who attended the meeting in April to discuss the budget and goals for 2019-2020. President Dennard stated there is a strong desire to continue work in expanding apprenticeships. The proposed budget recommends an investment of \$1.75 million coupled with the Governor's \$10 million in career pathways grants, funding those methods of skills developments.

President Dennard continued the conversation by stating the final implementation report of the performance funding model was recently submitted. The Performance Funding Model system encourages local workforce development boards to enhance services to Florida businesses and job seekers through metrics that are focused on customized, state board-driven, agreed upon goals reflecting the board priorities.

CONSENT AGENDA

Chairman Doyle introduced the Consent Agenda:

Consent Item 1 – Consideration of February 2019 Board Meeting Minutes

Consent Item 2 – Consideration of the Florida Department of Education Designee Eric Hall

Consent Item 3 - Consideration of Local Workforce Development Area Subsequent Designations

Motion: James Nolan

Second: Tim Center

Chairman Doyle opened the floor for discussion and corrections. Hearing none, Chairman Doyle opened the floor for public comment. Hearing none, Chairman Doyle called for a vote. The motion passed. None were opposed. President Dennard will sign and annotate the Meeting Minutes for the official record.

COUNCIL REPORT

Chairman Doyle introduced Finance Council Chairman Arnie Girnun and asked him to provide a recap of yesterday's meeting. Mr. Girnun stated the meeting was a success and resulted in the anonymous approval of Fiscal Year 2019-2020 Network Funding.

Arnie Girnun introduced CareerSource Florida COO/CFO Andrew Collins to explain the Action Item. A copy of the report can be located [here](#).

Tim Center asked Mr. Collins if Rapid Response funds are not used within the fiscal year, are the funds rolled forward? Mr. Collins stated excess funds will be issued to all local workforce development boards as a supplement to their Dislocated Worker formula funds.

Action Item 1 – Fiscal Year 2019-2020 CareerSource Florida Network Funding

Motion: Arnie Girnun

Second: Tim Center

Chairman Doyle opened the floor for discussion and corrections. Hearing none, Chairman Doyle opened the floor for public comment. Hearing none, Chairman Doyle called for a vote. The motion passed. None were opposed.

The Gig Economy and Florida's Workforce System

Chairman Doyle stated the gig economy and its role in Florida's workforce system has been a popular topic, and research into these issues is one of the priority initiatives of the Strategic Policy and Performance Council. The research the board has commissioned is one of the first of such efforts to study how the gig economy is impacting Florida and the challenges and opportunities it provides the state workforce system.

Chairman Doyle introduced John Kaliski and Evan Enarson-Hering with Cambridge Systematics to the microphone. Mr. Kaliski and Mr. Enarson-Hering presented an overview of their research. A copy of the presentation can be located [here](#).

Panel Discussion: Gig Workers and Florida's Future Workforce

Chairman Doyle introduced Strategic Policy and Performance Council member Stephanie Smith, who is the senior manager of Florida Public Policy for Uber and has been at the forefront of many issues involving benefits and challenges posed to a state by a vibrant gig workforce.

Stephanie Smith introduced the panelists:

- Keith Bowers, FAMU Small Business Development Center
- Michael Corbit, CareerSource Palm Beach County
- Lisa Ekinici, Office Divvy
- Leslie Giscombe, African American Entrepreneurs Association

The panelists shared their thoughts and experiences on the gig economy.

Mike Myhre with the Small Business Development Center Network stated Florida has the second most small businesses per capita other than Vermont and depends heavily on small business and gig economy for economic growth.

Todd Rebol asked how a business would locate contract employees for a job opening? Evan Enarson-Hering suggested posting jobs on Employ Florida or other job boards, adding that the position would be a contract employee hired for a specific job and is not considered a permanent employee.

Arnie Girnun asked if an individual received training from a local workforce development board and then becomes an entrepreneur, does it count as a placement within the system? A job placement is recorded if an individual is hired by a public or private employer after being referred by a local workforce development board or self-referred for a job or interview when a board has completed a series of steps as defined by Florida workforce system administrative policy.

PARTNER'S UPDATE

Chairman Doyle stated the board and professional team welcome the opportunity to work with local partners to build a strong workforce system. Chairman Doyle invited Florida Workforce Development Association President and CareerSource Gulf Coast Executive Director Kim Bodine to the microphone to provide an update. Ms. Bodine provided updates from the local workforce development boards. Ms. Bodine stated as of July 1, 2019, the FWDA will have new officers:

President – Robin King

Vice President – Stacey Campbell-Domineck

Secretary – Diane Head

Treasurer – Brian Bauer

Ms. Bodine played a short video for the board members. After the video, Michelle Dennard, Kevin Doyle, Ruth Dillard and Shila Salem from the Department of Economic Opportunity presented Ms. Bodine with a token of appreciation, as her term leading the association neared its end.

OPEN DISCUSSION/PUBLIC COMMENT

Chairman Doyle opened the floor for public comment. Mayor Bryan Nelson told the board about a justice reform program with Orange County Corrections, Valencia State College, Goodwill and SunTrust and asked for help expanding the program.

Mike Myhre expressed gratitude to the CareerSource Florida network for their support during Hurricane Michael.

Jim McShane with CareerSource Capital Region said the CareerSource Florida network needs to look at a single data integration system and how to integrate data with partners.

Steve Craig with CareerSource Palm Beach provided an update on their virtual career system.

CHAIRMAN'S CLOSING REMARKS

Chairman Doyle thanked the board and local partners for their participation and engagement. Chairman Doyle announced this was the final meeting for long-term board member Bob Campbell and presented Mr. Campbell with a recognition box. Chairman Doyle reminded board members of the upcoming meetings:

- September 12, 2019 – Board of Directors Meeting
 - December 11, 2019 – Finance and Board of Directors teleconference/webinar
-

BOARD SECRETARY CERTIFICATION

In accordance with Article VII, Section 7.3, I hereby certify these minutes reflect the proceedings by the Board of Directors of CareerSource Florida, have been reviewed by the Board, and approved or approved with modifications which have been incorporated herein.

Michelle Dennard
Board Secretary

Date

Consent Item 2

STRATEGIC POLICY 2014.08.28.A.1

PERIODIC REVIEW OF CAREERSOURCE FLORIDA POLICIES

(SUNSET POLICY)

In August 2014, the CareerSource Florida Board of Directors approved Strategic Policy 2014.08.28.A.1 – Periodic Review of CareerSource Florida Policies (Sunset Policy). This policy requires the CareerSource Florida, Inc., professional team to review current policies in the CareerSource Florida policy portfolio every two years to determine policy effectiveness and efficiency. For each policy, the professional team shall make recommendations to the CareerSource Florida Board to rescind, modify, amend, consolidate or continue policies without change.

The Strategic Policy and Performance Team worked with the Department of Economic Opportunity, Bureau of One-Stop and Program Support, to develop a Policy Development Framework. The Framework identifies that policy development and implementation is a critical aspect of managing organizational performance. This Framework establishes a systematic identification of the need for policy, a structured policy development process, an effective policy evaluation and approval process and an agile, frequent review for all policies.

The Policy Development Framework allows the CareerSource Florida Board and the Department of Economic Opportunity to rescind, modify, amend, consolidate or continue strategic and administrative policies as needed.

FOR CONSIDERATION

- Rescind Strategic Policy 2014.08.28.A.1 – Periodic Review of CareerSource Florida Policies (Sunset Policy).

Consent Item 3

APPROVAL OF REQUEST TO SERVE AS ONE-STOP OPERATOR CAREERSOURCE RESEARCH COAST (LWDB 20)

The Workforce Innovation and Opportunity Act requires local workforce development boards to competitively procure one-stop operators. A local board may select a one-stop operator through sole source selection only under the criteria outlined in 20 CFR 678.610 and 2 CFR 200.320(f). Sole source procurement can only be done when:

- The item or service is available only from a single source
- The public exigency or emergency for the item or service will not permit a delay resulting from competitive solicitation
- The federal awarding agency or pass-through entity expressly authorizes non-competitive proposals in response to a written request from the non-federal entity
- After solicitation of a number of sources, competition is determined inadequate, whether for reasons of number or quality of proposals/bids

A local board that uses the sole source selection must prepare and maintain written documentation describing the entire process of making such a selection. Sole source procurement must be done in accordance with locally established internal control and conflict of interest policies, and procedures pursuant to 20 CFR 679.430.

CareerSource Research Coast provided documentation confirming the issuance of two Requests for Proposals and completed the proposal review process. Subsequent to the proposal review process, the CareerSource Research Coast Board of Directors directed the staff to submit a request to serve as a one-stop operator. Documentation related to the procurement process is in place and available for review if needed. The Florida Department of Economic Opportunity reviewed this request and concurred CareerSource Research Coast sufficiently met the requirements to be designated as a one-stop operator.

The CareerSource Florida Professional Team recommends that the CareerSource Florida Board of Directors approve this request.

FOR CONSIDERATION

- **Approve CareerSource Research Coast's request to operate as a one-stop operator.**

From: Penn, Casey <Casey.Penn@deo.myflorida.com>
Sent on: Monday, August 19, 2019 7:13:48 PM
To: Warren Davis <wdavis@careersourceflorida.com>
Subject: LWDB 20 - Request for Selection as the One-Stop Operator
Attachments: Formal Request PY 19 - 20.pdf (1.72 MB), Approval for Selection as OSO with Signatures.pdf (65.96 KB)

Hi Warren,

This email confirms the receipt of CareerSource Research Coast's (LWDB 20) request for selection as the One-Stop Operator. CareerSource Research Coast has met all provisions and requirements, pursuant to Administrative Policy #097, One-Stop Operator Procurement.

Thank you,

Casey Penn
Workforce Services Administrator
Policy and Quality Assurance
Bureau of One Stop & Program Support
Phone # 850-245-7485
Email: Casey.Penn@deo.myflorida.com
<http://www.floridajobs.org/>



CareerSource Research Coast Request for Selection as the One-Stop Operator

Local Workforce Development Board (LWD B) 20

The Workforce Development Board of the Treasure Coast dba CareerSource Research Coast

Brian Bauer, President/CEO

bbauer@careersourcerc.com, 866-482-4473, ext# 418

CareerSource Research Coast as the LWDB for the Workforce Area 20 which includes Martin, St. Lucie and Indian River Counties, submits its application to serve as the One-Stop Operator, effective July 1, 2019.

The signatures below certify agreement to the request by the LWDB and the assurance the LWDB will operate in accordance with applicable federal and state laws and regulations.

Chief Elected Official:

Chairman, CareerSource Research
Coast Board

Linda Bartz
Signature

Pamela Burchell
Signature

Linda Bartz
Name

PAMELA BURCHELL
Name

St. Lucie County Commissioner
Title

VICE CHAIR
Title

6/25/2019
Date

6/26/2019
Date





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REQUEST FOR SELECTION AS THE ONE-STOP OPERATOR

Background: The Workforce Development Board of the Treasure Coast, d/b/a CareerSource Research Coast (CSRC), has operated as the direct services provider of workforce services since January 1, 2009 for the Local Workforce Development Area 20 (LWDA 20) serving Martin, St. Lucie and Indian River Counties. In the Direct Services Model, CSRC has reduced costs, improved operations and improved the image and knowledge of the local career center system in the communities served. As the direct services provider, CSRC has met and/or exceeded the State's Individual Training Account (ITA) Expenditure Requirement each year since enactment. Most importantly, CSRC, for the past six (6) years has met and exceeded Federal/State Workforce Common Measures/Primary Indicators of Performance.

Prior to Program Year 2017/2018, CSRC also fulfilled the role of the One-Stop Operator. Upon the release of CareerSource Florida (CSFL) Administrative Policy # 097, which outlined the requirements for Local Workforce Development Boards (LWDBs) to follow in competitively procuring and selecting One-Stop Operators under the Workforce Innovation and Opportunity Act (WIOA), CSRC began the process to comply. At the January 2017 CSRC Board of Directors meeting, the definition and roles/responsibilities of the One-Stop Operator were approved. Please refer to Attachment A. The Request for Proposal (RFP) to procure the One-Stop Operator was also approved by the Board and an RFP was issued March 1, 2017. Through CSRC's competitive procurement process, a sub-recipient Agreement was awarded to Career and Technical Consultants, LLC for the period of July 1, 2017 through June 30, 2021 depending upon performance and to be renewed annually as approved by the Board.

The CSRC Programs & Services Committee, after reviewing the One-Stop Operator Performance Report for Program Year (PY) 2017-2018, approved the renewal of the One-Stop Operator Sub-Recipient Agreement with Career and Technical Consultants, LLC for PY 2018-2019. At their June 6, 2018 meeting, the CSRC full Board approved the renewal.

On January 7, 2019, Career and Technical Consultants, LLC submitted a letter of resignation to the CSRC President/CEO to become effective June 30, 2019. For compliance under WIOA, CSRC began the process of competitively procuring another One-Stop Operator. Through lessons learned and updated WIOA guidance, the CSRC Board updated the definition of the roles and responsibilities of the CSRC One-Stop Operator. Please refer to Attachment B. At their March 27, 2019 Board of Directors meeting, the updated definition and the RFP for a One-Stop Operator was approved.



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On March 28, 2019, CSR released a One-Stop Operator RFP to accept proposals from vendors for the period of July 1, 2019 through June 30, 2021. Please refer to Attachment C. CSRC conducted an open and competitive procurement process, fully compliant with CSRC's local procurement policies outlined in the CSRC Administrative Plan and consistent with the procurement standards of the Uniform Guidance at 2 CFR 200.318 through 200.326. CSRC requested and received a list and contact information of the State's LWDB One-Stop Operators and emailed each of them the One-Stop Operator RFP in addition to publically advertising the RFP and the utilization of CSRC's vendor list. All documentation related to the entire procurement process is in place and available for review if requested.

CSRC received one (1) proposal for the One-Stop Operator RFP. The proposal did pass technical review and was rated by a team consisting of two (2) CSRC administrative staff and one (1) CSRC Board member. Based upon the review of the rating team and the cumulative rating score, the rating team recommended the proposal not be approved.

At the May 29, 2019 Board of Directors meeting, the recommendation to not approve the proposal received for the One-Stop Operator, was passed. The Board of Directors also approved for CSRC administrative staff to move forward with requesting approval from the Governor and the local Chief Elected Official allowing CSRC to serve as the One-Stop Operator for LWDB 20.

Reason for Sole Source Selection: According to WIOA, a Local Board may be selected as a One-Stop Operator under limited conditions as described in 20 CFR 678.610 , 2 CFR 200.320 (f) and only with agreement of the local chief elected official and the Governor. The condition/criteria that CSRC meets in order to be selected through sole source is as follows:

- After solicitation of a number of sources, competition is determined to be inadequate, for reasons of number and quality of proposals received.

As identified, through two (2) formal RFP procurements, CSRC has received only three (3) bids. The first RFP issued in March of 2017, received two (2) proposals. The proposer chosen, Career and Technical Consultants, LLC, scored 20 points higher than the other proposer whose score was barely fair at a score of 72 out of 100. The second RFP issued only resulted in one proposer whose score was only at 61%.

CSRC, through experience and lessons learned, has clearly defined the role and responsibilities a One-Stop Operator must carry out in order to promote the efficiency and effectiveness of our Comprehensive One-Stop Career Center system. CSRC has had the opportunity to evaluate performance and costs against original expectations. Please refer to Attachment D, Cost Price Analysis.

As previously mentioned, CSRC had successfully performed One-Stop Operator functions in the role of the direct services provider of workforce services from January 2009 until July 1, 2017. Copies of our requests and approvals to perform these functions are on file with CSFL and the Department of Economic Opportunity (DEO).



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CSRC has not received any monitoring or audit findings that indicate we have been out of compliance.

To identify the delineation of duties of the Board as the One-Stop Operator and Direct Services Provider, the duties of the One-Stop Operator have been clearly defined and will be reported to the CSRC Board of Directors. Please refer to Attachment B. The duties of CSRC as the direct services provider are outlined in the LWDB Local Plan. These duties are overseen by the CSRC President/CEO. The CSRC Board of Directors are responsible for governance, policy, strategy, oversight and financial integrity while the CSRC President/CEO manages the day to day provision of workforce services.

The CSRC Board of Directors follow CSFL's Board Contracting and Conflict of Interest Policy which is reviewed during board member orientation and reiterated in CSRC's Administrative Plan. Declarations of Conflict of Interest is an Agenda Item on every Board and Committee Meeting Agenda that includes voting items.

CSRC contracts with an independent monitoring firm for programmatic/fiscal monitoring. CSRC specifically requests this firm to monitor the One-Stop Operator functions. CSRC also contracts with a separate firm for auditing purposes.

Included with this request to be designated as the One-stop Operator for CareerSource Research Coast, LWDB 20, please find the following attachments:

- Copy of the 2019 One-Stop Operator RFP, (RFP # 19-002-OSO) - Attachment C
- Proof of Public Notice via our website - Attachment E
- Documentation of the time the public notice was posted – Attachment F
- Documentation of the approval of the local Chief Elected Official – Attachment G

Upon receipt of this request, should additional information or documentation be required, please contact Brian Bauer, President/CEO at 866-482-4473, ext# 418 or via email to bbauer@careersourcerc.com.

Attachment A

DEFINITION OF THE CAREERSOURCE RESEARCH COAST ONE-STOP OPERATOR

WIOA allows for options in the selection of a One-Stop Operator. The Operator may be a single entity or it may be multiple entities working together to form a consortium operator. The Operator may be for profit, non-profit, private or public. Staff is recommending that the CSRC Board should seek out a single individual (a 1099 entity) to serve as the One-Stop Operator.

- Having a single Operator is cost effective. The recommended cost would be equal to the equivalent of one FTE.
- A single Operator allows for clearer communication.
- Having a single Operator keeps the function straightforward and uncomplicated.

WIOA requires local workforce boards to competitively procure the One-Stop Operator. CSRC staff will follow our Board Policies to procure the One-Stop Operator.

The One-Stop Operator's major function will be the coordination of the service delivery among the required One-Stop Partners and their programs. The One-Stop Operator will be responsible to navigate between the One-Stop Partners to ensure there is coordination of service delivery for employers and career seekers within the LWDB 20 One-Stop System. The One-Stop Operator will be responsible to:

1. Learn, know and understand the One-Stop Partner's program services and performance requirements.
2. Monitor and ensure the required One-Stop System Partners have Memorandum of Understandings (MOUs) in place, with the roles and responsibilities of each partner clearly defined, current and are being adhered to as stated.
3. Serve as an intermediary to the required One-Stop System Partners, working with the partners for continuous improvement of the One-Stop System and fostering customer service excellence.
4. Assure the local One-Stop System has at least one comprehensive One-Stop Career Center that meets the required certification criteria and is compliant with State and Federal Regulations.
5. Review relevant information provided by the state, federal government and the required One-Stop partners to monitor the LWDB 20 One-Stop System's compliance and performance.
6. Submit written, quarterly reports to the CareerSource Research Coast Board of Directors. The reports should include:
 - A detail of the duties performed by the One-Stop Operator during the quarter
 - Observations made regarding the collaboration between the required One-Stop System Partners
 - Recommendations to improve the One-Stop partner's integrated service delivery to customers
 - The identification of best practices



Attachment B

INTERNAL FORM

DEFINITION OF THE CAREERSOURCE RESEARCH COAST ONE-STOP OPERATOR

WIOA allows for options in the selection of a One-Stop Operator. The Operator may be a single entity or it may be multiple entities working together to form a consortium operator. The Operator may be for profit, not profit, private or public. CareerSource Research Coast (CSRC), per 20 CFR § 678.620 requires, at a minimum, that the One-Stop Operator must coordinate the service delivery of the required one-stop partners and service providers.

WIOA requires local and workforce boards to competitively procure the One-Stop Operator. CSRC staff will follow our Board Policies to procure the One-Stop Operator.

The One-Stop Operator's major function will be the coordination of the service delivery among the required One-Stop Partners and their programs. The One Stop Operator will be responsible to navigate between the One-Stop Partners to ensure there is coordination of service delivery for employers and career seekers within the LWDB 20 One-Stop System. The One-Stop Operator will be responsible to:

1. Understand the mission, vision, and service delivery requirements of the required one-stop partners to better strategically align with CSRC priorities and services.
2. Review, update, and track all Memorandum of Understandings (MOUs) and Infrastructure Agreements (IFAs) to maintain compliance.
3. The One-Stop Operator will be responsible for monitoring the infrastructure cost responsibilities of the required partners to provide for the maintenance of the Comprehensive One-Stop Career Center as outlined in the Quarterly Cost Reconciliation and Allocation Base Section of the Infrastructure Agreement.
4. Work with CSRC designated staff to support building relationships with the required partners of the designated One-stop Career Center and track implementation of the activities and services as outlined in the MOUs.
5. Assure the local One-Stop System has at least one comprehensive One-Stop Career Center that meets the required certification criteria and is compliant with State and Federal Regulations.
6. Facilitate agreement, and support the development of a mutual client assessment and referral process; an agreed upon data sharing process, and a mechanism to capture performance between all partners.
7. Provide oversight and ongoing communication with the required partners to ensure referrals and related data sharing are followed through on a timely basis
8. Review relevant information provided by the state, federal government and the required One-Stop partners to monitor the LWDB 20 One-Stop System's compliance and performance.

9. Coordinate and convene quarterly meetings with all designated partners and CSRC to share information, discuss strategies to positively impact employment outcomes for shared clients, and problem-solve collaboration issues.
10. Conduct, at a minimum, six site visits of the Comprehensive One-Stop Career Center during each Program Year, July 1st through June 30th. These visits will include interviews with CSRC Management as well as the representatives of the required partner agencies.
11. Identify and recommend practices that encourage the designated Comprehensive One- Stop Career Center partners to provide services to individuals with barriers to employment, including individuals with disabilities, who may require longer-term services, such as intensive employment, training, and education services.
12. Manage, track and oversee a customer satisfaction initiative for the services provided through the CSRC Career Center System. Customer satisfaction reports are to be generated on an agreed upon schedule. The One-Stop Operator will be responsible for reviewing customer comments, identifying trend data and making continuous improvement recommendations to the CSRC Management team.
13. Submit written, quarterly reports to the CareerSource Research Coast Board of Directors. The reports should include:
 - A detail of the duties performed by the One-Stop Operator during the quarter
 - Observations made regarding the collaboration between the required One-Stop System Partners
 - Recommendations to improve the One-Stop partner's integrated service delivery to customers
 - The identification of best practices

Attachment C



careersourcerc.com

March 28, 2019

Dear Provider:

The Workforce Development Board of Treasure Coast, Inc. d/b/a CareerSource Research Coast (CSRC) is seeking proposals for a One-Stop Operator in accordance with the Workforce Innovation and Opportunity Act (WIOA) sec. 121 (d) (2) (a), which requires the Local Workforce Development Board (LWDB) to competitively select a "one-stop operator" to support the implementation of services with the career center system locally. The One-Stop Operator may be a single entity or multiple entities working together to form a consortium operator.

Instructions for submitting proposals are included in the Request for Proposal (RFP). The RFP may be accessed through the CSRC's website at <https://careersourcerc.com/rfp-19-002-oso-one-stop-operator/> or a copy may be picked up at the Board's Administrative Offices at 584 NW University Blvd., Suite 100, Port St. Lucie between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

Provider(s) must complete the RFP package as instructed and submit it by **4:30 p.m. on Tuesday, May 2, 2019**. All questions must be submitted via the CSRC website <https://careersourcerc.com/rfp-19-002-oso-one-stop-operator/> by April 25, 2019. Answers to all questions received will be posted to the webpage.

This request is for the purpose of contracting with a One Stop Operator. The One-Stop Operator's major function, in a consultant role, will be the coordination of the service delivery among the required One-Stop Partners and their programs. Responses to this RFP are to be used to determine the best-qualified proposer and will be the basis for negotiating a contract. The contract, if awarded, will be a term of four (4) years as a one (1) year contract to be renewed annually based upon performance. Renewal will be the option of CSRC and its Board of Directors.

This request for proposal does not obligate the Board to award a contract, or contracts, nor will the Board pay any costs incurred in the preparation of proposals. The Board reserves the right to accept or reject any or all proposals received.

We look forward to hearing from you.

Sincerely,

Glenda Harden
Senior Vice President/COO)



Administrative Office
584 NW University Boulevard, Suite 100 | Port Saint Lucie, FL 34986
p: 866.482.4473 | f: 866.314.6580





Request for Proposal

For

ONE-STOP OPERATOR

RFP #19-002-OSO

Date Issued: March 28, 2019

DEADLINE FOR SUBMISSION: May 2, 2019 at 4:30 pm

Responses should be directed to:

Glenda Harden, Senior Vice President/COO

CareerSource Research Coast

584 NW University Blvd., Suite 100

Port St. Lucie, FL 34986

(866) 482-4473

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GENERAL INFORMATION

A. BACKGROUND AND GENERAL INFORMATION OF CAREERSOURCE RESEARCH COAST

The Workforce Development Board of the Treasure Coast, Inc. d/b/a CareerSource Research Coast (CSRC) is a not-for-profit corporation organized under the laws of the State of Florida, and has been determined exempt by the Internal Revenue Service under the provisions of IRS Code, Section 501(c)(3). CSRC is chartered by the State of Florida to create and manage a workforce development service delivery system responsive to the needs of businesses and jobseekers and has been certified by the Governor as a Local Workforce Development Area for the purposes of implementing programs authorized by the federal Workforce Innovation and Opportunity Act (WIOA), Temporary Assistance for Needy Families (TANF), Wagner Peyser and related enabling legislation. CSRC is the grant recipient and administrative entity for these funding sources under a Memorandum of Understanding with the local elected officials. Our principle function is the provision of, oversight of, and policy guidance to, the workforce development system in the three counties of Indian River, Martin and St. Lucie Counties.

To service these three counties of our local area, thousands of local job seekers and businesses receive employment and training services through four (4) Career Center operations located in each of the counties and one mobile service unit to service outlying areas. This includes one comprehensive Career Center located at 584 NW University Blvd., Suite 300 Port St. Lucie, FL 34986. The Career Centers are “one-stop” access points for the programs and services available through the system. Additional information about these programs and services may be found at CSRC’s website at www.careersourcerc.com.

B. BACKGROUND OF LEGISLATION FOR THE PURPOSE OF THIS RFP

The Workforce Innovation and Opportunity Act (WIOA) sets forth a vision for the workforce development system to operate as a comprehensive, integrated, streamlined system that aligns with the needs of business and is a force in helping stimulate local economies. Therefore, under WIOA, the Career Centers are required to partner with a range of federally funded employment and training programs to promote the coordination of services on behalf of job seekers and businesses. The programs and funding streams already integrated and delivered through CSRC’s Career Centers are as follows:

- WIOA Title 1 Adult, Dislocated Worker and Youth Programs
- Wagner-Peyser Employment Services
- Local Veterans’ Employment Programs
- Disabled Veterans’ Outreach Programs
- Trade Adjustment Assistance Programs
- Unemployment Compensation Programs
- Welfare Programs
- Migrant and Seasonal Farmworker Programs

Other mandated partners are as follows:

- Family Literacy and Adult Education Act
- Vocational Rehabilitation
- Career and Technical Education
- Community Services Block Grant
- Second Chance Act
- Department of Housing and Urban Development

Inclusive in the requirements under WIOA is the necessity to competitively select a “one-stop operator” to support the implementation of services with the career center system locally. Therefore, local workforce development boards are required to define the role of a One-Stop Operator and competitively procure the entity or entities as set forth in sec. 121 (d) (2) (a) of WIOA. The One-Stop Operator may be a single entity or multiple entities working together to form a consortium operator. The Operator may be for profit, non-profit, private or public. CSRC, per 20 CFR § 678.620 requires, at a minimum, that the One-stop Operator must coordinate the service delivery of the required one-stop partners and service providers.

C. SCOPE OF WORK/ROLE OF THE ONE STOP OPERATOR

The One-Stop Operator’s, in a consultant role, major function will be the coordination of the service delivery among the required One-Stop Partners (as described in Section B of this RFP) and their programs. The One-Stop Operator will be responsible to navigate between the One-Stop Partners to ensure there is coordination of service delivery for employers and job seekers within the CSRC 20 One-Stop System. The One-Stop Operator will be responsible to:

1. Understand the mission, vision, and service delivery requirements of the required one-stop partners to better strategically align with CSRC priorities and services.
2. Review, update, and track all Memorandum of Understandings (MOUs) and Infrastructure Agreements (IFAs) to maintain compliance.
3. The One-Stop Operator will be responsible for monitoring the infrastructure cost responsibilities of the required partners to provide for the maintenance of the Comprehensive One-Stop Career Center as outlined in the Quarterly Cost Reconciliation and Allocation Base Section of the Infrastructure Agreement.
4. Work with CSRC designated staff to support building relationships with the required partners of the designated Comprehensive One-Stop Career Center and track implementation of the activities and services as outlined in the MOUs.
5. Assure the local One-Stop System has at least one comprehensive One-Stop Career Center that meets the required certification criteria and is compliant with State and Federal Regulations.
6. Facilitate agreement and support the development of a mutual client assessment and referral process; an agreed upon data sharing process; and a mechanism to capture performance between all partners.
7. Provide oversight and ongoing communication with the required partners to ensure referrals and related data sharing are followed through on a timely basis
8. Review relevant information provided by the state, federal government and the required One-Stop partners to monitor the CSRC One-Stop System’s compliance and performance.

9. Coordinate and convene quarterly meetings with all designated partners and CSRC to share information, discuss strategies to positively impact employment outcomes for shared clients, and problem-solve collaboration issues.
10. Conduct, at a minimum, six site visits of the Comprehensive One-Stop Career Center during each Program Year, July 1st through June 30th. These visits will include interviews with CSRC Management as well as the representatives of the required partner agencies.
11. Identify and recommend practices that encourage the designated Comprehensive One-Stop Career Center partners to provide services to individuals with barriers to employment, including individuals with disabilities, who may require longer-term services, such as intensive employment, training, and education services.
12. Manage, track and oversee a customer satisfaction initiative for the services provided through the CSRC Career Center System. Customer satisfaction reports are to be generated on an agreed upon schedule. The One-Stop Operator will be responsible for reviewing customer comments, identifying trend data and making continuous improvement recommendations to the CSRC Management team.
13. Submit written, quarterly reports to the CareerSource Research Coast Board of Directors. The reports should include:
 - A detail of the duties performed by the One-Stop Operator during the quarter
 - Observations made regarding the collaboration between the required One-Stop System Partners
 - Recommendations to improve the One-Stop partner's integrated service delivery to customers
 - The identification of best practices

D. WHO MAY APPLY

Eligible proposers must meet one of the following criteria:

- The One-Stop Operator must be a single entity or multiple entities working together to form a consortium. If the consortium is comprised of One Stop Career Center partners, it must include a minimum of three (3) One Stop Career Center partners in 20 CFR 678.400;
- A public, private, for-profit or non-profit organization;
- An institution of higher education;
- A government agency;
- A community based, non-profit organization

E. ONE-STOP OPERATOR QUALIFICATIONS

CSRC seeks a Respondent entity that meets the following qualifications:

- Possess a strong business acumen and professional presence.
- Ability to work with various demographics in the three county area, specifically Martin, St. Lucie and Indian River Counties.
- An understanding of the Workforce Innovation and Opportunity Act. Similarly, a general understanding of the local workforce system and its stakeholders is preferred.

- Has contracted to provide services similar in nature and complexity, with at least one organization, within the past three (3) years.
- Ability to work closely with CSRC Administrative staff to monitor the system's strategic objectives and make recommendations for system continuous improvements.
- Be licensed to conduct business in the State of Florida.

F. CONTRACT TERM

Responses to this RFP are to be used to determine the best-qualified proposer and will be the basis for negotiating a contract. The contract, if awarded, will be a term of four (4) years as a one (1) year contract to be renewed annually based upon performance. Renewal will be the option of CSRC and its Board of Directors.

G. FUNDING

CSRC has approved funding of \$30,000 - \$35,000, per year, for the One-Stop Operator contract for the services requested in this RFP. The proposer is responsible for providing a reasonable and fair cost for services. CSRC reserves the right to negotiate amounts based on the entity's experience, ability to begin the project and understanding of the initiative.

H. ADDITIONAL INFORMATION

Addition information on CSRC, workforce development, legislation and programming, can be found at the following sources:

- CareerSource Florida - <http://careersourceflorida.com/>
- Florida Department of Economic Opportunity - <http://www.floridajobs.org/>
- CareerSource Research Coast - <http://www.careersourcerc.com/>
- U.S. Department of Labor Employment and Training Administration - <https://www.doleta.gov/WIOA/FactSheet.cfm>
- Uniform Guidance, 2 CFR, Part 200-*Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
-

I. GENERAL PROPOSAL INSTRUCTIONS

Proposers are advised to read this entire RFP before preparing and submitting a proposal. Proposals which do not follow the format, do not include all the minimum requirements specified in this RFP or are not submitted by the due date will not be considered for funding.

CSRC will provide clarifying information about this request only. They are not available for technical assistance or advice. All questions regarding the RFP must be submitted via the CSRC website at <https://careersourcerc.com/rfp-19-002-oso-one-stop-operator/>. Questions must be submitted by April 25, 2019. Answers to all questions received will be posted to the webpage within 48 business hours. This is a competitive procurement. Employees will not provide any information from other

proposers/proposals or other costs associated with similar or like projects, either current or in the past.

Proposals and modifications thereof are to be enclosed in sealed envelopes and addressed to

**Glenda Harden, Senior Vice President/COO
CareerSource Research Coast
584 NW University Blvd., Suite 100
Port St. Lucie, FL 34986**

Please show the solicitation number **RFP #19-002-OSO** and the name and address of the proposer on the front of the envelope. **Proposals are to be received in CSRC's administrative office (address above) no later than 4:30 p.m. on Thursday, May 2, 2019.** All proposals will be date stamped as of the date and time received.

Proposers hand-delivering proposals will be responsible for ensuring that their proposal is date stamped and the time entered on the envelope at the time of drop-off.

Proposals may be modified or withdrawn by written notice. Modifications must be received at the above address prior to the date specified for receipt of proposals. No modifications will be accepted after the date and time noted above. Withdrawals will be accepted any time prior to execution of a contract.

All proposals must conform to the proposal format described below in this document and contain all the requested information and attachments **including three (3) references.**

One (1) copy bearing original signatures, where required, in **blue** ink and two (2) copies of the proposal and one electronic copy on company letterhead must be submitted.

Proposers are encouraged to keep proposals concise and to the point. Elaborate brochures are not wanted. The proposal and all attachments are to be standard size (8 1/2 x 11).

CSRC will furnish no material, labor or facilities for either development of a proposal or completion of the desired project unless otherwise provided for in this RFP.

J. PROPOSAL FORMAT

Proposals in response to this RFP shall adhere to the format outlined below:

1. Cover Letter: A cover letter with the RFP solicitation number and subject that includes a statement that the entity understands the scope of work/role of the One-Stop Operator and a total price quote to perform the work identified for the period of July 1, 2019 through June 30, 2020. The name of the entity, local address, phone number, fax number/e-mail address and name of the contact person should also be included.
2. Proposal Narrative: A narrative of not more than three (3) pages that outlines the following information: a) the entity's understanding and experience in workforce development, the local workforce system and of WIOA; b) overview of the entity's previous experience facilitating stakeholder groups to common goals/objectives; c) explanation of the approach

- to providing each of the One-Stop Operator responsibilities (refer to section C of this RFP) and d) other information, experience, deemed relevant to this proposal.
- 3. License Information: Provide a copy of your State of Florida business license.
- 4. Budget Information: Provide a total cost for the delivery of the services described in the Scope of Work, Section C of this RFP, as well as budget detail by line item.
- 5. Completed Relationship Disclosure Form: (Attachment C)
- 6. List of and Contact Information of Three (3) References
- 7. Signed Sub-Recipient General Provisions, Certifications and Assurances: (Attachment J)

K. SOLICITATION TIMELINES

Mailing/advertising of RFP	March 28, 2019
Final date for questions related to RFP	April 25, 2019
Proposals Due	May 2, 2019, by 4:30 p.m.
Technical Review	May 6, 2019
Rating Team Review	May 8, 2019
CareerSource Research Coast's Approval/Contract Award	May 29, 2019
Contract Execution begins	July 1, 2019

L. PROPOSAL SUBMISSION

1. PROPOSAL DEADLINE

- a. The Proposer must submit one (1) original and two (2) copies of the proposal, plus attachments (Cover Letter, Proposal Narrative, Completed Relationship Disclosure Form, List of three (3) references and Proposer's Acceptance of General Provisions, Assurances and Certifications) to CSRC no later than 4:30 p.m. EST on Thursday, May 2, 2019, in order to be considered. **Proposals delivered after the time specified will not be considered.** Changes, modifications or additions cannot be made to a proposal after the submission date.

2. INQUIRIES

- A. Inquiries concerning the RFP should be directed to <https://careersourcerc.com/rfp-19-002-oso-one-stop-operator/>. All requests must be submitted via the CSRC website.

3. CONDITIONS OF PROPOSAL

- a. The following conditions are applicable to all proposals:
- b. CSRC reserves the right to reject any and all proposals, in whole or in part, and to accept any proposal that is deemed most favorable to CSRC at the time and under the conditions stipulated in this RFP.

- c. Non-conforming proposals will be considered non-responsive and are subject to return without review; however, CSRC reserves the right to waive informalities and minor irregularities in the proposals received.
- d. CSRC reserves the right to request additional information from proposers for clarification or to allow corrections of errors or omissions, if in the best interest of CSRC and its Board of Directors.
- e. All proposals are subject to negotiation by CSRC.
- f. CSRC reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the entity of the conditions contained in this request for proposals unless clearly and specifically noted in the proposal submitted and confirmed in the contract between CSRC and the entity selected.
- g. All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the Proposer and will not be reimbursed by CSRC. The Proposer must, at their own expense, obtain all necessary permits and pay all licenses, fees, insurances and taxes required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under the proposed contract.

4. INITIAL TECHNICAL REVIEW

All timely proposals received will be reviewed by CSRC's employees to determine if they are responsive and if the proposals are eligible for further consideration. Proposals may be judged nonresponsive and removed from further consideration if the proposal is not received timely in accordance with the terms of this RFP; does not follow the specified format; does not include the required certifications; and is not adequate to form a judgment by the reviewers that the proposal meets the needs of CSRC and the intent of this RFP.

5. REVIEW BY RFP REVIEW TEAM

An RFP Review Team consisting of members of CSRC's Board of Directors and employees will be organized to review and rate proposals. This team will review proposals successfully passing the initial technical review. Proposals will be evaluated using a point system. (See Attachment L - Rating Sheet for RFP #19-002-OSO). The Team will review and discuss their evaluations of all proposals, combine the individual scores and arrive at a composite technical score for each proposal. These scores will be used to determine the most advantageous contract award for CSRC.

6. SMALL AND/OR MINORITY-OWNED BUSINESSES

Efforts will be made by CSRC to utilize local small business, minority, veteran or women-owned businesses. A Proposer qualifies as a small business firm if it meets the definition of "Small Business" as established by the Small Business Administration (13 CFR 21.3-8) by having average annual receipts for the last three fiscal years of less than four million dollars.

7. PROPOSAL ACCEPTANCE/PROTEST

This request for proposal does not obligate CSRC to award a contract. CSRC reserves the right to accept or reject any or all proposals received. The contract, if awarded, will be for four (4) years with a one (1) year contract to be renewed annually based upon performance.

Any award resulting from this request will be based on the entity's stability and experience related to this RFP, the entity's ability to handle the tasks noted in this RFP and the entity's cost.

CSRC reserves the right to waive informalities and minor irregularities in offers received.

Before a contract is offered, the Proposer must submit the required certifications provided in this packet. **If you are unable to provide this information, please do not submit a proposal.**

CSRC may award a contract based on initial proposals received without negotiation of such proposals. Therefore, each initial proposal should be submitted on the most favorable price and technical terms. CSRC reserves the right to request additional information, oral discussion or presentation in support of written proposals.

If an award is made, the contract will be a cost-reimbursement contract, as needed. Services will be implemented only upon notification from CSRC. Payment for services rendered will be made only when costs have been incurred and documentation of all costs are received and verified.

All Proposers have the right to protest the award. Parties wishing to protest a contract award may submit their objections in writing within 10 days of the award date to the President/CEO of CSRC who will provide the information to CSRC's Executive Committee. This committee will investigate the complaint and issue a written finding and resolution to the protesting party within 45 days of the receipt of the complaint.

This protest procedure provides recourse to Proposers who believe that their proposal did not receive proper consideration. Proposers entering a protest should be prepared to document specific factors that put the aggrieved Proposer at a competitive disadvantage and/or document violations of specific sections of state or federal regulations, CareerSource Florida, Inc., and the procedures set forth by this RFP. CSRC reserves the right to refuse to consider an appeal that does not identify specific procedural shortcomings.

M. NEGOTIATIONS

A contract will be negotiated with the first ranked Proposer, and if negotiations are successful, that Proposer will be recommended to CSRC Board of Directors for award. In the event negotiations are not successful, negotiations with that Proposer will be terminated and negotiations begun with the second ranked Proposer and so forth until negotiations are successfully completed to the satisfaction of CSRC or until all acceptable proposals have been rejected.

N. NOTIFICATION OF AWARD

Upon conclusion of final negotiations with the successful Proposer, all Proposers will be notified in writing of their status. The final award decision will be made no later than May 29, 2019. Contract negotiations may commence any time following that date and are to be completed by Friday June 14, 2019 with an execution date of contract to begin July 1, 2019.

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CAREERSOURCE RESEARCH COAST COMPETITIVELY PROCURED SERVICE PROVIDERS & VENDORS

James Moore, CPA & Consultants

121 Executive Circle
Daytona Beach, FL 32114-1180

Giddens Security Corporation

528 South Edgewood Avenue
Jacksonville, FL 32205

Manpower

11211 Prosperity Farms Road, Suite C-210
Palm Beach Gardens, FL 33410

Taylor, Hall, Miller, Parker, P.A.

225 East Robinson Street, Suite 455
Orlando, FL 32801

Eckerd Connects, Inc.

100 North Starcrest Drive
Clearwater, FL 33765

Stockton Maintenance Group

1975 Sansbury's Way, Suite 116
West Palm Beach, FL 33411

CAREERSOURCE RESEARCH COAST LDWB20 WORKFORCE BOARD MEMBERS

1. Werner Bols, President, Bols Construction
2. Pamela Burchell, Director of Human Resources, Indian River Medical Center
3. Helene Caseltine, Director of Economic Development, Indian River County Chamber of Commerce
4. Robert Cenk, Vice President, Homecrete Homes, Inc.
5. Suzanne Desposati, Counselor Analyst, Vocational Rehabilitation
6. David Freeland, President, St. Lucie County CTA/CU
7. Carrol Frischkorn, Vice President, Frischkorn Builders
8. Wayne Gent, Superintendent, St. Lucie Public Schools
9. Jill Hanson, Director of Sales, Residence Inn
10. Lawrence Hawes, General Manager, Lenco Marine
11. Pamela Houghten, VP of Administration & Outreach, Torrey Pines Institute for Molecular Studies
12. Leslie Kristof, President, Keiser University
13. Edwin Massey, President, Indian River State College
14. Jeannie McCall, Director of Human Resources, Paradigm Precision
15. Sean P. Mitchell, Commissioner, St. Lucie County Board of County Commissioners
16. Terrance Moore, CEO, Moore Solutions, Inc.
17. Dennis Parker, Training Director, Local Union 630 Apprenticeship
18. Debbie Perez, Corporate Director of Workforce Planning & Compensation, Martin Health Systems
19. Mark Rendell, Superintendent, School District of Indian River County
20. Waldo Tames, President/CEO, LF Staffing & Labor Finders of Florida, LLC.

- 21. Wayne Teegardin, Veteran Services Manager, St. Lucie County
- 22. Pete Tesch, Executive Director, St. Lucie County Economic Development Council
- 23. Angella Williams, VP of Human Resources, Treasure Health
- 24. Maddie Williams, President, Treasure Coast Builder’s Association

CAREERSOURCE RESEARCH COAST, LWDB20, TREASURE COAST WORKFORCE CONSORTIUM MEMBERS

- | | |
|------------------------------|---------------------|
| 1. Tim Zorc, Commissioner | Indian River County |
| 2. Doug Smith, Commissioner | Martin County |
| 3. Linda Bartz, Commissioner | St. Lucie County |

RELATIONSHIP DISCLOSURE FORM

This form must be completed by the Proposer.

In the event any information provided on this form should change, the Proposer must file an amended form on or before the date the item is considered by CareerSource Research Coast.

Part I: Information on Proposer

Legal Name of Proposer: _____

Business Address: _____

Phone Number: _____ Fax Number: _____

Part II:

Is Proposer a relative of any CareerSource Research Coast principal? ☐ Yes ☐ No

Is any CareerSource Research Coast principal an employee of proposer? ☐ Yes ☐ No

Is Proposer an employee of any CareerSource Research Coast principal? ☐ Yes ☐ No

Is Proposer a business associate of any CareerSource Research Coast principal? ☐ Yes ☐ No

If you responded "Yes" to any of the above questions, please state with whom and explain the relationship (use additional sheets if necessary): _____

Part III: Original Signature Required

I hereby certify that information provided in this relationship disclosure form is true and correct based on my knowledge and belief. If any of this information changes, I further acknowledge and agree to amend this relationship disclosure form prior to the date of which CareerSource Research Coast awards a contract for youth services. In accordance with s.837.06 Florida Statutes, I understand and acknowledge that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor in the second degree, punishable as provided in s.775.082 or s.775.083, Florida Statutes.

Printed Name/Title of Person Completing Form

Signature

Date

WORKER'S COMPENSATION RELEASE

This unconditional release, waiver and hold harmless agreement is given by the undersigned to the Workforce Development Board of the Treasure Coast, as a specific condition of the undersigned performing work for the Workforce Development Board of the Treasure Coast as an independent Contractor. It is the intent of the undersigned that the Workforce Development Board of the Treasure Coast rely on the statements made herein as being true, correct and all representations are predicated on the personal information and knowledge of the undersigned.

1. The undersigned is retained by the Workforce Development Board of the Treasure Coast, as an independent Contractor as that term applies in the State of Florida and as interpreted by the Internal Revenue Code, as amended. The undersigned is in no way connected with, an employee of, or otherwise related to the Workforce Development Board of the Treasure Coast, in any manner except by and through an independent Contractor relationship.
2. The undersigned hereby agrees that all employees or subcontractors hired by the undersigned to work on any project involving the Workforce Development Board of the Treasure Coast shall be covered by Worker's Compensation in accordance with the laws of the State of Florida as same may exist from time to time.
3. The undersigned for him/herself, his/her heirs, successors, assigns, employees, agents, subcontractors, employees of subcontractors and all of their successors, heirs, assigns and agents, warrants that no one shall file a claim for Worker's Compensation benefits by, through or against the Workforce Development Board of the Treasure Coast for which the Contractor has been engaged through a contract to perform services.
4. The undersigned hereby agrees to indemnify, defend, save and hold harmless, the Workforce Development Board of the Treasure Coast from any and all liability of any nature whatsoever, without limitation, arising out of any Worker's Compensation claim filed by the undersigned, its employees, agents, heirs, successors, subcontractors, or the agents, employees, heirs or successors of such subcontractors and employees. This hold harmless agreement shall include, but not be limited to, the cost of judgment, settlement, investigation, attorney's fees, court costs and the like. It is specifically intended that this hold harmless agreement be broad in scope and without limitation, such that Workforce Development Board of the Treasure Coast is protected to the greatest extent allowed by law from any such claims.
5. The undersigned, for him/herself, his/her agents, employees, heirs, successors, assigns, subcontractors and the employee's, agents, successors or assigned of such subcontractors and employees hereby releases the Workforce Development Board of the Treasure Coast from any and all claims for Worker's Compensation Liability, or any other liability arising out of any injury on the job, without limitation or reservation.

6. This waiver, release and hold harmless agreement is given by the undersigned to the Workforce Development Board of the Treasure Coast in contemplation of, and for the specific purpose of, releasing the Workforce Development Board of the Treasure Coast from any and all liability of any nature whatsoever resulting from injuries on the job, or work related injuries, or worker's compensation claims under the laws from the State of Florida as same may exist from time to time. It is specifically understood that the Workforce Development Board of the Treasure Coast shall have no such liability, and further that the undersigned is fully accepting, all such responsibility and liability.
7. This agreement is given freely, voluntarily, knowingly and intentionally by the undersigned without the exercise of force, coercion or undue influence by the Workforce Development Board of the Treasure Coast or any of its agents, employees, officers or any other person acting for, or on behalf of the Workforce Development Board of the Treasure Coast. The undersigned knows and understands the intent of this agreement and is aware of the legal implications of the same, and has had the advice of counsel, or alternatively has waived the advice of counsel and is proceeding notwithstanding same.
8. This agreement shall be construed in accordance with the laws of the State of Florida as may exist from time to time. The parties hereto agree to venue and jurisdiction in the courts of St. Lucie County, Florida for the resolution of all disputes connected hereto. In any event of any litigation to enforce the terms and conditions of this agreement, the prevailing party shall be entitled to recover actual attorney's fees and costs.
9. The foregoing terms and conditions constitute the entire agreement by and between the parties hereto. Any representations not contained herein shall be of no force or effect and shall be null and void.
10. In the event a court of competent jurisdiction shall determine any term or condition to be illegal, or otherwise unenforceable, the remaining terms and conditions of this agreement shall be given full force and effect to the greatest extent possible to carry out the stated intent of the parties.

Contractor

Name and Title of Certifying Representative

Signature of Certifying Representative

Date

PROPOSER CONTRACT CERTIFICATIONS

On behalf of the Proposer:

- A. The individual signing certifies that he/she is authorized to contract on behalf of the Proposer.
- B. The individual signing certifies that the Proposer is not involved in any agreement to pay money or other consideration for the execution of this agreement, other than to an employee of the Proposer.
- C. The individual signing certifies that he/she has read and understands all of the information in this agreement, including the information on the programs/grants/contracts/regulations and laws. Ignorance of the requirements will not relieve the Proposer from liability and obligations under the contract.
- D. The individual signing certifies that the Proposer and any individuals to be assigned to the agreement do not have a record of substandard work or found in violation of any state standards. If the Proposer or any individual to be assigned to the agreement has been found in violation of any state or professional standards at any time, this information must be disclosed.
- E. The individual signing certifies that the Proposer and any individuals to be assigned to the agreement have not been disbarred or suspended under Federal or State rulings from participating in receipt of funds under the agreement. The individual signing must also certify that the organization will not enter into contracts with subcontractors who are debarred or suspended from these transactions, nor are they presently retained by any of the Board's current service providers.
- F. The individual signing certifies that the Proposer will not use contract funds to lobby and will freely sign the attached Byrd Anti-Lobbying Certification (Attachment H).
- G. The individual signing certifies that the Proposer carries Worker's Compensation coverage for its employees and will freely sign the attached Worker's Compensation Release form (Attachment D).
- H. The individual signing certifies as to the Proposer's Federal Employer's Identification Number (FEIN) and will provide the number to CSRC's Financial Department.
- I. The individual signing certifies that the Proposer is bound by federal, state or local affirmative action/EEO rules and that it has filed all required EEO reports to cognizant government agencies.
- J. The individual signing certifies that if there is a subcontract or partnership effort it must be fully explained and that signed certifications will be required by the Board from the principals of all firms.

- K. The individual signing certifies that the Proposer will comply with requirements of the Workforce Development Board of the Treasure Coast /dba CareerSource Research Coast's General Provisions and Assurances (Attachment J).

Proposer

Name and Title of Certifying Representative

Signature of Certifying Representative

Date

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY
MATTERS**

1. The Proposer certifies to the best of its knowledge and belief, that it and its principal:
 - A. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency.
 - B. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
 - C. Are not presently indicated for or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(B) of this certification; and
 - D. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (federal, state, or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall submit an explanation to CSRC.

Proposer

Name and Title of Certifying Representative

Signature of Certifying Representative

Date

**SWORN STATEMENT ON PUBLIC ENTITY CRIMES PURSUANT TO SECTION
287.133(3)(A); FLORIDA STATUTES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to: The Workforce Dev. Board of the Treasure Coast, Inc.
d/b/a CareerSource Research Coast by _____
(print individual's name and title)

for _____
(print name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number is _____ (if the entity
has no FEIN, include the Social Security Number of the individual signing this sworn statement.)

2. I understand that a "public entity crime" as defined in Paragraph 287.133 (1) (g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133 (1) (a), Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who

knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133 (1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the applicable statement which I have marked below is true in relation to the entity submitting this sworn statement.
- ☐ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
 - ☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
 - ☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989; however, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted Proposer list. Attached is a copy of the final order.

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED, OR THROUGH THE END OF THE CONTRACT FOR WHICH IT IS BEING SIGNED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Signature: _____

Date: _____

NOTARY PUBLIC

STATE OF _____ COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____
(name of individual signing)

who, after first being sworn by me, affixed his/her signature in the space provided above on
this _____ day of _____, 20____

My commission expires: _____

BYRD ANTI-LOBBYING CERTIFICATE

Certification for Contracts, Grants, Loans, and Cooperative Agreements (to be submitted with each bid or offer exceeding \$100,000)

APPLICABLE TO THIS CONTRACT: Yes: ☐ No: ☐

The undersigned Proposer certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96).

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Pursuant to 31 U.S.C. § 1352(c)(1) -(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.

The Proposer, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, apply to this certification and disclosure.

Proposer

Name and Title of Certifying Representative

Signature of Certifying Representative

Date

**NONDISCRIMINATION AND EQUAL OPPORTUNITY PROVISION ASSURANCE
STATEMENT**

As a condition to the award of financial assistance from the Department of Labor under Title I of the WIOA, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

- Section 188 of the Workforce Innovation & Opportunity Act (WIOA), which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA/WIA Title I- Financially assisted program or activity;
- Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, and national origin;
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
- The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age;
- Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs;
- Section 654 of the Omnibus Budget Reconciliation Act of 1981 prohibiting discrimination on the basis of race, creed, color, national origin, sex, handicap, political affiliation or beliefs;
- The American with Disabilities Act of 1990, P.L. 101-336 prohibiting discrimination in all employment practices, including the job application procedures, hiring, firing, advancement, compensation, training, and other terms, conditions, and privileges of employment. It applies to recruitment, advertising, tenure, layoff, leave, fringe benefits, and all other employment-related activities; and

The Proposer also assures that it will comply with 29 CFR Part 37 and all other regulation implementing the laws listed above.

For construction contracts in excess of \$10,000, the Proposer will comply with Executive Order 11246 of September, 24, 1965, entitled "Equal Employment Opportunity" as amended by Executive Order 11375 of October 13, 1967, and supplemented on Department of Labor regulations at 41 CFR Chapter 60.

Failure to comply with these provisions may result in termination of any contract or agreement with the Workforce Development Board of the Treasure Coast Inc. d/b/a CareerSource Research Coast-LWDB 20.

I certify that I have read the above statement and on behalf of _____
agree to comply fully with the provisions contained therein.

Proposer

Name and Title of Certifying Representative

Signature of Certifying Representative

Date

Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205). The Proposer will comply with the Solid Waste Disposal Act, as amended by the Resource Conservation and **GENERAL PROVISIONS AND ASSURANCES**

The Workforce Development Board of the Treasure Coast Inc. d/b/a CareerSource Research Coast (CSRC) will not award a grant where the Proposer has failed to accept the GENERAL PROVISIONS, CERTIFICATIONS AND ASSURANCES contained in this section. In performing its responsibilities under this agreement, the Proposer hereby certifies and assures that it will fully comply with the following:

By signing the agreement, the Proposer is providing the assurances and certifications as detailed below:

1. COMPLIANCE WITH POLICIES AND LAWS

The warranty of this Section specifically includes compliance by Proposer and its subcontractors with the provisions of the Immigration Reform and Compliance Act of 1986 (P. L. 99-603), the Workforce Innovation and Opportunity Act (WIOA), the provisions of the Workforce Investment Act of 1998, the Workforce Innovation Act of 2000, 45 CFR 98, the Temporary Assistance for Needy Families Program (TANF), 45 CFR parts 260-265, and other applicable federal regulations and policies promulgated thereunder and other applicable State, Federal, criminal and civil law with respect to the alteration or falsification of records created in connection with this Agreement. Office of Management and Budget (OMB) Circulars: Contractor agrees that, if applicable, it shall comply with all applicable OMB circulars, such as 2 CFR 200. Contractor will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874, and the Contract Work Hours and Safety Standards Act (40.327-333), regarding labor standards for federally assisted construction sub agreements.

2. CERTIFICATION REGARDING CLEAN AIR ACT, WATER ACT, ENERGY EFFICIENCY AND ENVIRONMENTAL STANDARDS, SOLID WASTE

Clean Air and Water Act: When applicable, if this Contract is in excess of \$100,000, Proposer shall comply with all applicable standards, orders or regulations issued under the Clean Air Act as amended (42 U.S.C. 7401), Section 508 of the Clean Water Act as amended (33 U.S.C. 1368 et seq.), Executive Order 11738 and Environmental Protection Agency regulations (40 CFR Part 15). The Proposer shall report any violation of the above to the contract manager. Energy Efficiency: The Proposer shall comply with mandatory standards and policies relating to energy efficiency which are contained in the State of Florida's Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (Public Law 94-163).

Proposer will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d)

evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Recovery Act (42 U.S.C. 6962).

3. CONFIDENTIALITY

It is understood that the Proposer shall maintain the confidentiality of any information, regarding CSRC customers and the immediate family of any applicant or customer, that identifies or may be used to identify them and which may be obtained through application forms, interviews, tests, reports from public agencies or counselors, or any other source. Proposer shall not divulge such information without the written permission of the customer, except that such information which is necessary as determined by CSRC for purposes related to the performance or evaluation of the Agreement may be divulged to CSRC or such other parties as they may designate having responsibilities under the Agreement for monitoring or evaluating the services and performances under the Agreement, or to governmental authorities to the extent necessary for the proper administration of the law. All release of information shall be in accordance with applicable State laws, and policies of the CSRC. No release of information by Proposer, if such release is required by Federal or State law, shall be construed as a breach of this Section.

4. RIGHTS TO DATA/COPYRIGHTS AND PATENTS

CSRC, State of Florida and the U.S. Department of Labor shall have unlimited rights to inventions made under contract or agreement: Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements" and any implementing regulations issued by the awarding agency.

5. MONITORING

At any time and as often as CSRC, the State of Florida, United States Department of Labor, Comptroller General of the United States, the Inspector Generals of the United States and the State of Florida, or their designated agency or representative may deem necessary, Proposer shall make available all appropriate personnel for interviews and all financial, applicant, or participant books, documents, papers and records or other data relating to matters covered by this contract, for examination and/or audit, and/or for the making of excerpts or copies of such records for the purpose of auditing and monitoring activities and determining compliance with all applicable rules and regulations, and the provisions of this Agreement. The above referenced records shall be made available at the Proposer's expense, at reasonable locations as determined by CSRC. Proposer shall respond in writing to monitoring reports and requests for corrective action plans within 10 working days after the receipt of such request from CSRC.

6. TERMINATION FOR DEFAULT/CONVENIENCE

This modified agreement may be terminated as follows:

- a. Either party may request termination of modified agreement upon 30 days' prior written notice to the other party.
- b. CSRC may unilaterally terminate or modify this modified agreement, if for any reason either the U.S. Department of Labor or the State of Florida reduces funding through the grants under which this modified agreement is funded.
- c. CSRC may unilaterally terminate this modified agreement at any time that it is determined that:
 - i. Proposer fails to provide any of the services it has contracted to provide; or
 - ii. Proposer fails to comply with the provisions of this modified agreement; or

- iii. Such termination is in the best interest of CSRC.
- d. Written notification of termination must be by registered mail, return receipt requested.

If Proposer disagrees with the reasons for termination, they may file a grievance in writing within ten days of notice of termination to CSRC, who will conduct a grievance hearing and decide, from evidence presented by both parties, the validity of termination.

In the event this modified agreement is terminated for cause, Proposer shall be liable to CSRC for damages sustained for any breach of this modified agreement by the Proposer, including court costs and attorney fees, when cause is attributable to the Proposer.

In instances where Proposers/sub grantees violate or breach modified agreement terms, CSRC will use all administrative, contractual or legal remedies that are allowed by law to provide for such sanctions and penalties as may be appropriate.

Proposer

Name and Title of Certifying Representative

Signature of Certifying Representative

Date

INITIAL TECHNICAL REVIEW – ONE-STOP OPERATOR RFP #19-002-OSO

PROPOSER: _____

Did the proposal meet all of the following criteria? If not, the proposal may not be submitted for further review.

Proposal met due date and time: Yes ☐ No ☐

Proposal included one original, two copies and an electronic version? Yes ☐ No ☐

Original proposal contains representative signature(s) in blue ink? Yes ☐ No ☐

Proposal was submitted in proper format? Yes ☐ No ☐

Proposer included three (3) current references? Yes ☐ No ☐

Proposer provided a fee schedule as requested? Yes ☐ No ☐

Proposer indicated a financial relationship with CSRC Board of Directors, the Consortium and the relationship is a conflict of interest? Yes ☐ No ☐

Employees Review Results:

Proposer has previously provided services to CSRC or other similar government funded programs? Yes ☐ No ☐

If yes, employees will prepare a statement to indicate past program performance, cost, and note any outstanding issues. All outstanding issues must be resolved prior to consideration of a new contract. Yes ☐ No ☐

References were contacted by CSRC's employees and the information indicates the provider is capable of delivering the services requested?

Yes ☐ No ☐

The proposer is licensed to conduct business in the State of Florida?

Yes ☐ No ☐

FORWARD TO THE RATING COMMITTEE

Yes ☐ No ☐

Technical Review Completed by: _____

Date: _____

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RATING SHEET FOR RFP #19-002-OSO

PROPOSER: _____

DATE RATED: _____ SCORE: _____ RANK: _____

SCORING: Total Possible Score: 100

Raters: Evaluate each of the following areas and record your response (score) in the blank provided at the end of each question or statement. Explain your evaluation in the Comments.

<u>RATING CRITERIA</u>	<u>SCORE</u>
-------------------------------	---------------------

1. The entity demonstrates an understanding of the workforce system and the role of the One-Stop Operator as defined by WIOA. _____

More Than Adequate Not
20 15 10 5 0

Comments: _____

2. The entity has contracted to provide services similar in nature and complexity. _____

Experienced No Experience
10 8 5 3 0

Comments: _____

3. The entity has previous experience building relationships among stakeholders to achieve goals and objectives.

Experienced No Experience

20 15 10 5 0

Comments: _____

4. The Proposer's compensation and costs are reasonable.

Very Reasonable Not Reasonable

20 15 10 5 0

Comments: _____

5. The Proposer provided an adequate explanation of their approach to providing each of the defined One-Stop Operator responsibilities. (Total = 30 points)

- a. Understand the mission, vision, and service delivery requirements of the required one-stop partners to better strategically align with CSRC priorities and services.

.....

5 3 0

Comments: _____

- b. Review, update and track all MOUS to include monitoring of the infrastructure cost responsibilities of the required partners to provide for the maintenance of the Comprehensive One-Stop Career Center. _____

.....

5 3 0

Comments: _____

- c. Manage, track and oversee a customer satisfaction initiative for the services provided through the CSRC Career Center System. _____

.....

5 3 0

Comments: _____

- d. Assure the local One-Stop System has at least one comprehensive One-Stop Career Center that meets the required certification criteria and is compliant with State and Federal regulations. _____

.....

5 3 0

Comments: _____

- e. Remain informed on relevant information in order to monitor CSRC One-Stop System's Compliance and performance

.....

5 3 0

Comments: _____

- f. Coordinate and convene quarterly meetings with all designated partners and CSRC to share information, discuss strategies to positively impact employment outcomes for shared clients, and problem-solve collaboration issues.

.....

5 3 0

Comments: _____

- Conduct, an a minimum, six (6) site visits of the Comprehensive One-Stop Career Center during each Program Year, July 1st through June 30th. These visits will include interviews with CSRC Management as well as the representatives of the required partner agencies.

Capability/Competent.....Not Capable

20 15 10 5 0

Comments: _____

TOTAL ALL POINTS (Add scores 1-5):

(Total)

RATED BY: _____

Signature

Other comments or concerns: _____

Attachment D

PY 19-20 One Stop Operator Cost Price Analysis				
	%of Job duties	Hours	Rate	
Outside vendor One Stop Operator		1,040	33.65	35,000.00
In house One Stop Operator				
Comprehensive Career Center Mgr	11.54%	240.00	28.85	6,923.06
Director of Operations	12.90%	268.39	31.25	8,387.10
		508.39		15,310.16
Increase / Savings for In House CSRC OSO				19,689.84
Historical data for previous OSO				
PY 17-18		523.00	33.65	17,600.46
*PY 18-19		348.00	33.65	11,711.23

- One Stop Operator invoices through 2128119 time annualized through 6130119

RFP# 19-002-OSO One Stop Operator

Access My Account | Email | Onl... X

X Family Connect Inbox

X

RFP# 19-002-OSO One Stop Op... X

+ X

https://careersource.com/rfp-19-002-osso-one-stop-operator/

Imported from E... X Access My Account...

Apps

CareerSource
RESEARCH COAST

Employers Job Seekers Veterans Youth Events & Workshops Resources

RFP# 19-002-OSO One Stop Operator

The Workforce Innovation and Opportunity Act (WIOA) sets forth a vision for the workforce development system to operate as a comprehensive, integrated, streamlined system that aligns with the needs of business and is a force in helping stimulate local economies. Therefore, under WIOA, the Career Centers are required to partner with a range of federally funded employment and training programs to promote the coordination of services on behalf of job seekers and businesses.

Inclusive in the requirements under WIOA is the necessity to competitively select a "one-stop operator" to support the implementation of services with the career center system locally. The One-Stop Operator may be a single entity or multiple entities working together to form a consortium operator. The Operator may be for profit, non-profit, private or public. CSRC requires, at a minimum, that the One-stop Operator must coordinate the service delivery of the required one-stop partners and service providers.

The One-Stop Operator's, in a consultant role, major function will be the coordination of the service delivery among the required One-Stop Partners and their programs. The One-Stop Operator will be responsible to navigate between the One-Stop Partners to ensure there is coordination of service delivery for employers and job seekers within the CSRC 20 One-Stop System.

Interested in submitting a proposal? See additional information below.

Questions and Answers (last updated 03/28/19)

Connect with Us

Locations

Call us or come visit one of our convenient locations:

Jordan River County

Garden City

Port St. Lucie

Martin County

Contact Us

or call: 1866-482-4473

Request for Proposal Packet

If you would like to submit a proposal, please download and review the Request for Proposal packet. The deadline to submit a proposal is no later than May 2, 2019, at 4:30 p.m.

Submit a Question

CSRC will provide clarifying information about this Request for Proposal only, and will not provide technical assistance or advice. Questions must be submitted by April 25, 2019. Answers to all questions received will be posted to the webpage within 48 business hours.

Request for Proposal

Sign up for the Newsletter

Attachment F



careersourcerc.com

MEMORANDUM

TO: Tonya Woodworth, Communications Manager

FROM: Glenda Harden, Senior Vice President of Operations

DATE: May 3, 2019

RE: Website Public Notice for RFP# 19-002-OSO

The deadline for the submission of the above RFP was yesterday, May 2, 2019 at 4:30 pm.
Please remove this RFP from the website.

*Glenda Harden
Senior Vp Operations
5/3/2019*

*Attest:
Tonya Woodworth
Communications Manager
5/3/2019*



Charting a Course for Florida to Become No. 1 in the Nation for Workforce Education

Opportunities for Collaboration & Continuous Improvement – A Conversation with Experts

1. Speaker Bios
2. State of Florida Office of the Governor Executive Order No. 19-31
3. Governor DeSantis News Release CS/HB 7071
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7. Apprentice Florida Fact Sheet
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Speaker Bios

Arnie Girnun



Arnie Girnun is a serial entrepreneur, education ambassador, technology specialist and community-oriented business leader. He serves as chief success officer of Florida Vocational Institute and TechLaunch@FVI. These organizations offer high-impact career education in the healthcare and information technology sectors, paving the way to fulfilling careers. Mr. Girnun also is the CEO of New Horizons South Florida, the largest IT training company in South Florida serving both industry and individuals. Mr. Girnun serves as the Finance Council Chair on the CareerSource Florida Board of Directors.

He earned his bachelor's degree in international finance and marketing from the University of Miami and continues his commitment to lifelong learning by attending programs such as the entrepreneurial master's degree program at the Massachusetts Institute of Technology.

Elisha González



Elisha González is vice president of community relations and government affairs at FAIRWINDS Credit Union. She recently led the government and community relations efforts in the Brevard, Seminole, Volusia and Flagler counties for Duke Energy Florida. Ms. González served as Duke Energy's leader for civic partnerships, government relations, community engagement strategy and social responsibility. She also served as director of community affairs for Valencia College and executive director of Valencia Promise/Take Stock in Children. Ms. González previously served at Orange County Public Schools where she held roles as

principal, assistant principal, dean and high school teacher. She is a member of the CareerSource Florida Board of Directors and the immediate past chair of the Heart of Florida United Way campaign.

Ms. González holds a master's degree in educational administration, business leadership from Nova Southeastern University and a bachelor's degree in education from the University of Central Florida.



Eric Hall



Eric Hall is Chancellor for Innovation for the Florida Department of Education. In this role, his focus is on leading and implementing top education priorities throughout the state. Chancellor Hall has nearly two decades of experience serving in executive leadership, with expertise in the fields of education, youth development and juvenile justice. In July 2018, he was named the Deputy State Superintendent for Innovation in North Carolina. Chancellor Hall also has served as president and CEO of Communities in Schools of North Carolina and National Director of Educational Services for AMIkids, Inc., a nonprofit organization providing intervention services to youth in juvenile justice programs and nontraditional schools in nine states. He serves as Education Commissioner Richard Corcoran's designee on the CareerSource Florida Board of Directors.

Chancellor Hall has a bachelor's degree, master's degree and a doctorate in educational leadership and policy studies from the University of South Florida.

Madeline Pumariega



Madeline Pumariega is executive vice president and provost of Tallahassee Community College. In this role, Ms. Pumariega provides leadership and is responsible for aligning and advancing the high-impact practices within the college's three core divisions of academic affairs, student affairs and workforce development. A nationally recognized thought leader in student success, workforce innovation and higher education policy, she is the former chancellor of the Florida College System.

Ms. Pumariega's goal is to ensure all students have a pathway to complete their degree or professional credential that allows them to finish their academic goals and helps them start a career.

Quentin Suffren



Quentin Suffren is national policy director for ExcelinEd. Mr. Suffren oversees and supports the work of its Innovation, Opportunity and Quality policy teams. He joined ExcelinEd in 2017 as managing director of innovation policy and oversaw the expansion of its college and career pathways and next generation policy work. Mr. Suffren has more than 20 years of experience in the education sector. He has worked for nonprofit, government and for-profit organizations. Prior to ExcelinEd, Mr. Suffren served as executive director of the college and career readiness division of the Texas Education Agency. He also held leadership positions with Amplify Education, an education consulting and technology firm, TNTP and The Learning Institute. Mr. Suffren began his career as a high school English teacher.



STATE OF FLORIDA

OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NUMBER 19-31

(Charting a Course for Florida to Become Number 1 in the Nation in Workforce Education by 2030 and Ensuring Florida Students are Prepared for the Jobs of the Future)

WHEREAS, our State Constitution, pursuant to Article IX, section (1)(a), provides that the education of children is a fundamental value of the people of the State of Florida and that it is the paramount duty of the state to make adequate provision for the education of children residing within its borders;

WHEREAS, Florida is currently ranked 24th in the nation of people age 25-64 with an associate in arts degree or higher or with a high-quality workforce relevant certificate; and

WHEREAS, students must acquire advanced knowledge and skills to find meaningful work and enjoy productive careers; and

WHEREAS, a knowledgeable and skilled workforce is essential for future economic growth and expanded opportunity; to wit:

Florida's economy will need a skilled labor force for opportunities in health services, education, transportation, trade, utilities, computing, as well as for jobs that require an industry certification or license; and

WHEREAS, enhancing Florida's workforce education will provide more economic opportunities for our graduates and support further diversification of Florida's economy.

NOW, THEREFORE, I RON DESANTIS, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section (1)(a) of the Florida Constitution, and all other applicable laws, do hereby issue the following Executive Order, to take immediate effect:

Section 1: I hereby direct the Commissioner of Education to ensure the following objectives are completed:

- A. An audit of the course offerings in the state CTE system is completed and a methodology to audit and review the offerings annually is developed. The audit should include:
- a. An analysis of alignment with certificate or degree programs offered at the K-12 and postsecondary levels;
 - b. An analysis of alignment with professional level industry certifications;
 - c. An analysis of alignment with high-growth, high-demand and high-wage employment opportunities; and
 - d. A review of student outcomes such as academic achievement, college readiness, postsecondary enrollment, credential attainment and attainment of industry certifications;
- B. The Department of Education works with and utilizes the expertise of the following stakeholders: CareerSource Florida, the Department of Economic Opportunity, the Board of Governors, the State College System, school districts and business and industry leaders to ensure CTE course offerings are aligned with market demands;
- C. The Department of Education develops CTE best practices for partnerships between high schools, postsecondary institutions, and businesses; and
- D. The Department of Education makes recommendations to the Governor on an annual basis to eliminate course offerings that are not aligned to market demands, to create new offerings that are aligned to market demands and to strengthen existing programs as needed.


Section 2: I hereby direct the Commissioner of Education to ensure the Department of Education's 2019 legislative priorities include the following:

- A. Securing \$10 million in funding for FY 2019-2020 to seed high quality workforce apprenticeships and other industry specific learning opportunities for students;
- B. Securing \$26 million in funding for FY 2019-2020 for workforce programs, within Florida College System institutions, that lead to jobs;
- C. Adopting a “reverse transfer” policy within universities and state colleges, whereby state colleges issue associates’ degrees to students who began their higher education at a state college and transferred to a university prior to completing the necessary credits for an associate’s degree, but did not complete their bachelors’ degrees at the university. This would be accomplished by having the university transfer back any credits completed by the student to the state college where they started, allowing those who have completed the necessary credits across the system to be awarded an associate’s degree from the state college at which they started;
- D. Requiring all four-year colleges to proactively offer associate’s degrees to students who have completed the required 60 hours immediately upon completion of those hours;
- E. Creating the “Last Mile College Completion” funding incentive to provide tuition waivers for online and state college course completion for identified former students who are within 10 percent of degree completion by credit hours;
- F. Securing \$10 million in funding for the implementation of 2018 House Bill 495, requiring middle and high schools to offer courses in computer science. This funding is intended to establish a program for teacher professional development to earn educator certificates or industry certifications in computer science; and
- G. Allowing computer science to count as a science credit towards graduation.

These actions will begin the process of ensuring that Florida has the strongest CTE system in the country, aligned to market demand, and that Florida students are prepared to fill the high-demand, high-wage jobs of today and the future.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 30th day of January, 2019.


GOVERNOR

ATTEST:


SECRETARY OF STATE

2019 JAN 30 4:15:22
TALLAHASSEE, FLORIDA

FROM THE OFFICE OF
**GOVERNOR
RON DESANTIS**

@GOVRONDESANTIS | WWW.FLGOV.COM | 850-717-9282 | MEDIA@EOG.MYFLORIDA.COM

For Immediate Release

June 24, 2019

Contact: Governor's Press Office
(850) 717-9282

Media@eog.myflorida.com

Governor Ron DeSantis Signs CS/HB 7071

Merritt Island, Fla. – Today, Governor Ron DeSantis signed CS/HB 7071: Workforce Education at the Space Florida offices in Merritt Island. The bill promotes career readiness and workforce opportunities for students and working adults, ensuring alignment between Florida's education and workforce needs.

"By investing in workforce education and apprenticeship programs, our students will have new opportunities and career paths," **said Governor Ron DeSantis**. "In signing this bill, we are ensuring that Florida continues to build upon its economic momentum and future workforce by investing in the next generation."



Photo Credit: Governor's Press Office

"Ensuring each and every student across our state has access to opportunity - regardless of their chosen path - is a giant step toward unlocking the American dream for so many more Floridians," **said Senator Travis Hutson**. "Thanks to Governor

DeSantis' leadership, I believe these advances are just the beginning of fully empowering our students to succeed."

"Today's signing is a victory for Florida's students and the future of our state's workforce," **said Representative Jennifer Sullivan**. "From promoting apprenticeship programs to new opportunities for career development, this bill will have positive impact in the lives of our students for years to come."

"Each of the educational initiatives in HB 7071 by themselves will enhance our state's ability to better prepare our students for the jobs of our 21st century economy," **said Representative Ralph Massullo**. "However, taken together in concert they create a wonderful symphony that announces to the country that Florida will be number one in workforce readiness by 2030 and our students will have more choice to develop their individual aptitudes and be ready to enter productive careers here in Florida where we will be a magnet for the amazing companies like those here in the space coast who call Florida home. We are extremely grateful to Governor DeSantis for his vision and support of this legislation."

Highlights of CS/HB 7071 include:

- Establishing the "Florida Pathways to Career Opportunities Grant Program," which provides competitive grants to eligible institutions to create or expand apprenticeship and pre-apprenticeship programs.
- Requiring a reverse transfer between Florida universities and colleges to award an associate in arts degree to students who have completed necessary requirements.
- Requiring career centers and Florida College System institutions to establish regional career pathways guaranteeing college credit toward an aligned associate degree program for eligible students who graduate with a certificate from a career center.
- Establishing the "Last Mile Scholarship Program," that will pay for eligible individuals to finish their first associate or baccalaureate degree.
- Creating increased opportunities for students to take high quality computer science courses in high school by allowing students to count one course as either a require science or required math credit.
- Codifying Governor DeSantis' required audit of career and technical education, from Executive Order 19-31, as an annual requirement to ensure high quality pathways for students.

The Governor was joined at the bill signing by the following legislators:

- Senator Tom Wright, Florida's 14th Senate District
- Representative Thad Altman, Florida's 52nd House District
- Representative Randy Fine, Florida's 53rd House District
- Representative Tyler Sirois, Florida's 51st House District
- Representative Elizabeth Fetterhoff, Florida's 26th House District
- Representative David Santiago, Florida's 27th House District

- Representative David Smith, Florida's 28th House District
- Representative Mike La Rosa, Florida's 42nd House District
- Representative Amber Mariano, Florida's 36th House District
- Representative Ralph Massullo, Florida's 34th House District

For more information, read the bill summary for CS/HB 7071 [HERE](#).

###

THE FLORIDA SENATE
2019 SUMMARY OF LEGISLATION PASSED
Committee on Education

CS/HB 7071 — Workforce Education

by Education Committee; Higher Education and Career Readiness Subcommittee; and Reps. Mariano, Massullo, and others (CS/CS/CS/SB 770 by Appropriations Committee; Innovation, Industry, and Technology Committee; Education Committee; and Senators Hutson and Perry)

The bill promotes career education and readiness opportunities for students in public schools and provides responsibilities for district school boards, the Department of Education (DOE), and the Commissioner of Education (commissioner) regarding career education opportunities; provides flexibilities and supports to public schools regarding teacher recruitment and training; strengthens transition pathways to college and career opportunities; establishes alignment between education and workforce needs, and provides related supports; and specifies provisions related to the consolidation of accreditation of the University of South Florida branch campuses. The bill specifies the following career and technical education opportunities for students in public schools:

- Establishes the Career and Technical Education (CTE) graduation pathway as an alternative pathway option for students to earn a standard high school diploma; and requires students to earn a 2.0 grade point average, successfully complete at least 18 credits in specified subject areas, and fulfill the statewide, standardized assessment requirements to receive a standard high school diploma.
- Modifies the 24-credit pathway for earning a standard high school diploma by revising computer science credit substitution for mathematics or science credits; and eliminates the financial literacy credit requirement, as part of economics under the specified social studies credits. However, the bill specifies that all school districts must offer a financial literacy course consisting of at least 0.5 credit as an elective, beginning with the 2019-2020 school year.
- Revises the requirements for a student to earn a “Scholar” designation by permitting the one credit in Algebra II to be substituted with one credit in another equally rigorous course.
- Restores middle grades career education and planning course requirements which were eliminated in 2017, with some modifications.
- Encourages district school boards to adopt policies and procedures regarding declaring a “College and Career Decision Day” to recognize high school seniors for their postsecondary education plans and to encourage them to pursue college and career pathways.

The bill provides the following flexibilities and supports to public schools regarding teacher recruitment and training:

- Authorizes district school boards to issue an adjunct teaching certificate for a full-time teaching position, but specifies that such certificates are valid for a period of three years and are not renewable. The bill also specifies reporting requirements for school districts.
- Revises the types of training for which a school district may apply to the DOE for funding to include professional development for classroom teachers to provide instruction in computer science courses and content.

The bill strengthens transition pathways to college and career opportunities in the following ways:

- Requires that the statewide articulation agreement between the State Board of Education and the Board of Governors of the State University System of Florida (BOG) provide for a reverse transfer agreement for Florida College System (FCS) associate in arts (AA) degree-seeking students who transfer to a state university after earning more than 30 credit hours from an FCS institution but before earning an AA degree; and specifies related requirements for the state universities.
- Requires each career center and FCS institution with overlapping service areas to annually submit to the DOE by May 1, a regional career pathways agreement for each certificate program offered by the career center that is aligned with an associate degree offered by the FCS institution in the service area. Each career pathways agreement must guarantee college credit toward an aligned associate degree program for students who graduate from a career center with a career or technical certificate and meet specified requirements in accordance with the terms of the agreement.
- Revises the deadline from November 30 to April 30 for the annual reporting of postsecondary feedback information by the commissioner to specified entities.

The bill establishes alignment between education and workforce needs, and provides related supports as follows:

- Establishes the “Strengthening Alignment between Industry and Learning (SAIL) to 60” Initiative to increase to 60 percent the percentage of working-age adults who hold a high-value postsecondary certificate, degree, or training experience by the year 2030.
- Establishes the “Last Mile Scholarship Program,” subject to legislative appropriation, to annually award the cost of in-state tuition and required fees for Florida resident students who are in good standing at FCS institutions and state universities and who are within 12 or fewer credit hours of completing their first associate or baccalaureate degree.
- Requires the DOE to provide assistance to specified entities when notifying students, parents, and members of the community about apprenticeship and preapprenticeship opportunities.
- Creates the “Florida Pathways to Career Opportunities Grant Program,” subject to legislative appropriation, to provide competitive grants to specified entities to expand existing apprenticeship and preapprenticeship programs and establish new programs.
- Reconstitutes the Higher Education Coordinating Council as the Florida Talent Development Council for the purpose of developing a coordinated, data-driven, statewide approach to meeting Florida’s need for a 21st century workforce, which utilizes the Florida’s talent supply system. The bill also moves the administrative support for the council from the DOE to the Department of Economic Opportunity, revises the council’s membership, and specifies reporting requirements.

The bill specifies the following provisions related to the consolidation of accreditation of the University of South Florida (USF) branch campuses:

- Requires that the BOG use its 2019 Accountability Plan in determining a state university's preeminence designations and in distributing awards from the 2019-2020 fiscal year appropriation.
- Requires the USF, St. Petersburg and USF, Manatee/Sarasota to maintain branch campus status after each campus's accreditation is consolidated into a single accreditation, as monitored by the BOG.
- Provides the definition of a branch campus, which is identical to the definition by the Commission on Colleges of the Southern Association of Colleges and Schools.
- Prohibits the BOG, if specified requirements are met, from using the consolidated performance data from the USF branch campuses in determining USF's status as a preeminent state research university until July 1, 2022.

If approved by the Governor, these provisions take effect July 1, 2019, except for the "Scholar" designation provision which is effective upon the bill becoming law.

Vote: Senate 40-0; House 113-0

EXECUTIVE ORDER 19-31

Interim Report on Florida's Career and Technical Education Audit, July 11, 2019

BACKGROUND

Governor Ron DeSantis issued [Executive Order Number 19-31](#) to chart a course for Florida to become No. 1 in the nation in workforce education, with the goal of ensuring our students are prepared to succeed in jobs of the future and satisfy our state's growing workforce demands. Governor DeSantis directed the Commissioner of Education to audit course offerings in career and technical education (CTE). Additionally, the order charged the Commissioner to develop a methodology for annual audits, to include a review of student outcomes and alignment of programs offered at K-12 and postsecondary levels; professional-level industry certifications; and high-growth, high-demand and high-wage employment opportunities.

STAKEHOLDER ENGAGEMENT

To accomplish the goals and vision of the Governor's executive order, the department established an advisory committee for Florida's CTE audit, composed of stakeholders essential to Florida's higher education and workforce readiness landscape, to provide:

- Critical feedback on the audit's purpose, priorities and guiding principles;
- Suggestions for the development of key program quality indicators;
- Qualitative and quantitative program data, where applicable;
- Critical feedback on key recommended components; and
- Feedback on the outcome(s) of the audit and its effectiveness in measuring program quality.

STAKEHOLDERS

*Business & Industry
CareerSource Florida
Council of 100
Education policy experts
Enterprise Florida
Florida Chamber of Commerce
Florida College System representatives
Florida Dept. of Economic Opportunity
School district representatives
Stakeholder associations
State University System*

In addition to the advisory committee, the department formed expert groups to provide perspective from three areas: business/industry, secondary CTE and postsecondary CTE. The first task of the expert groups was to make recommendations about the programs and corresponding program quality indicators (PQIs) that will be used to measure program quality. Expert groups will also weigh in on availability, strengths and limitations of data; nuances or considerations in how to measure program quality; the process to establish benchmarks/thresholds; and the methodology for identifying new programs aligned to market demands.



PHASES IN CTE AUDIT

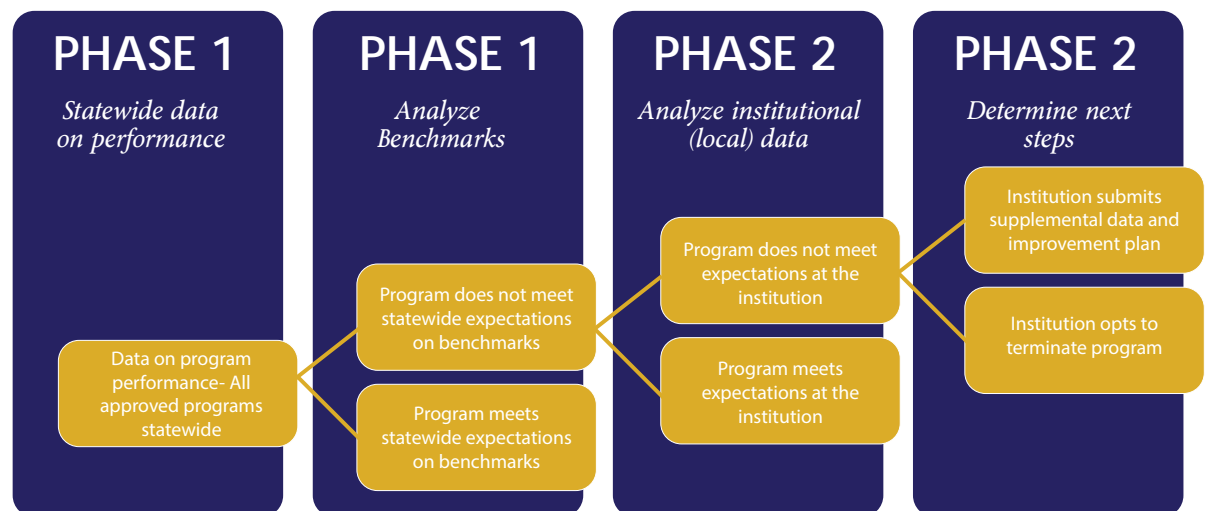
The department will employ a staggered roll out of the CTE audit's three phases, with consideration given to both statewide and regional/local needs and demands.

Phase 1: Statewide review of programs

The department will conduct an analysis using statewide data of quality based on PQIs. The unit of analysis is statewide programs, where each program is counted once. For example, all Associate in Science in Nursing (ADN) programs are counted as one program. Programs that are inactivated and are entering or in teach-out are excluded from the analysis. The department will conduct a review of all collected data outcomes against the established benchmarks. Based on the results from the analysis, each CTE program will receive a designation as having met or not met statewide standards based on PQI performance.

Phase 2: Local program review

The department will look more deeply into each program at each institution for programs not meeting the statewide benchmarks. For example, assuming all 28 Florida College System institutions offer ADN programs, all 28 programs would be evaluated. Institutions that offer programs that were determined to have not met standards will be required to provide additional data to supplement the data provided by the department and to identify a plan for improvement.



Phase 3: Share information and best practices

Using the data and information collected through phases one and two, the department will publish best practices around business and industry partnerships.

Please contact CTEaudit@fldoe.org with any questions and visit fldoe.org/careerpathways frequently to stay up to date on the CTE audit.

SECONDARY CTE COURSES/PROGRAMS

CTE programs and courses are offered in public school districts in middle through high school settings. At the middle school level, students are introduced to CTE programs in exploration and introduction courses, which are designed to pique their interest in learning about career clusters and pathways. At the high school level, students ideally commence study in the ninth grade, which provides them an opportunity to specialize or concentrate their efforts in a particular career and technical program of study.

The K-12 CTE programs may be classified into the following categories:

- Middle School and Career Exploratory (grades 6-8)
- Career Preparatory (grades 9-12)
- Technology Education (grades 6-12)
- Work-based Learning and Capstone Courses (grades 9-12)
- Other CTE courses including those for students with significant cognitive disabilities and legacy life and family management courses that are not part of a pathway.

GUIDING PRINCIPLES

Secondary CTE Programs:

- *Prepare students for high-demand, high-skill, middle-to-high wage and/or relevant job opportunities locally and/or statewide.*
- *Include sequential courses and reflect the academic, technical and employability skills required for mastery of the program and industry standards.*
- *Provide a career pathway to postsecondary credentials in related fields and provide foundational skills that prepare students for a variety of employment opportunities.*
- *Incorporate opportunities for quality experiential or work-based learning opportunities, capstone experiences (such as seminars, internships or portfolios), dual enrollment, and/or the attainment of industry recognized credentials.*

All middle school career exploratory courses provide a foundation for secondary CTE programs and include the opportunity for students to learn about a variety of careers.

POSTSECONDARY CTE PROGRAMS

Florida College System institutions and career centers, where applicable, are authorized to provide instruction and to confer degrees, certificates and diplomas as prescribed in Rule 6A-14.030, F.A.C., *Postsecondary Instructional Unit Definitions and Awards in Florida College System Institutions*. For the purposes of this audit, only those awards that are identified as career and technical are included. The postsecondary CTE programs may be classified into the following categories:

- Career certificates
- Associate in Science and Associate in Applied Science (AS/AAS) degrees
- College credit certificates (CCCs)
- Applied technology diplomas (ATDs)
- Apprenticeships
- Bachelor of Science and Bachelor of Applied degrees (BS/BAS)

GUIDING PRINCIPLES

Postsecondary CTE Programs:

- Prepare students to meet Florida's needs for a labor force via high-demand, high-skill, middle-to-high wage or relevant job opportunities locally and/or statewide.
- Equip students with industry-relevant academic, technical and/or employability skills.
- Are developed as career pathways with stackable credentials, where appropriate, to create and enhance pathways for students.
- Incorporate opportunities for students to accelerate credential attainment through acceleration mechanisms such as career dual enrollment, work experience and/or earned industry recognized postsecondary credentials.

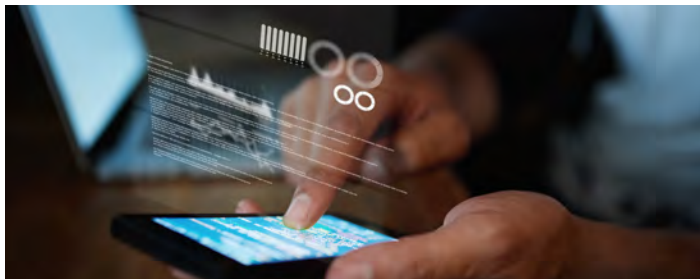
FLORIDA CTE AUDIT TIMELINE: STATEWIDE REVIEW OF PROGRAMS

MAY 2019	Launch advisory committee to make recommendations about audit direction
JUNE 2019	Finalize guiding principles that measure quality of secondary and postsecondary CTE programs
JULY 2019	Convene three expert groups to provide input on draft PQIs
JULY 2019	Update draft PQIs based on expert group feedback
JULY 2019	Share PQIs external stakeholders through a public comment period
JULY 2019	Finalize PQIs informed by feedback from public comment period
AUGUST 2019	Establish PQI benchmarks with input from expert groups
AUGUST 2019	Identify baseline data on PQIs
AUGUST 2019	Present update to State Board of Education
SEPTEMBER 2019	Identify programs that met/did not meet benchmarks at state level
OCTOBER 2019	Begin "deep dive" for the programs that did not meet benchmarks



FLORIDA 2030

THE BLUEPRINT TO SECURE FLORIDA'S FUTURE



KEY TARGETS & STRATEGIES

**FLORIDA
CHAMBER**
Foundation



1968 • 2018

FLORIDA'S SIX PILLARS

Global Competitiveness

Prosperity & High Paying Jobs

Vibrant & Resilient Communities



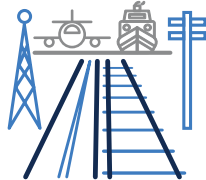
**Talent
Supply &
Education**

*Improving Florida's
talent pipeline for a
better workforce*



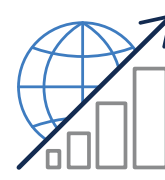
**Innovation
& Economic
Development**

*Creating good jobs
by diversifying
Florida's economy*



**Infrastructure
& Growth
Leadership**

*Preparing Florida's
infrastructure for smart
growth and development*



**Business
Climate &
Competitiveness**

*Building the
perfect climate
for business*



**Civic &
Governance
Systems**

*Making government
and civics more
efficient and effective*



**Quality of
Life & Quality
Places**

*Championing
Florida's quality
of life*

Help secure Florida's future at
Florida2030.org

Track Florida's progress at
TheFloridaScorecard.org

WHERE DO WE WANT TO GO?

2030 Targets

GOALS

Global Competitiveness

Grow Florida into a top 10 global economy

Prosperity & High Paying Jobs

Create a path to prosperity for all zip codes in Florida

Vibrant & Resilient Communities

Position Florida among the top states for attracting and retaining talent and visitors of all ages

Improving Florida's talent pipeline for a better workforce

>80% of Florida's workforce has essential **employability skills**

>60% of Floridians 25-64 have a high-value **postsecondary certificate, degree, or training experience**

95% of entering **high school students graduate within 4 years**

100% of Florida **8th graders read & perform math at or above grade level**

100% of Florida **3rd graders read at or above grade level**

100% of children are **ready for kindergarten**

Creating good jobs by diversifying Florida's economy

Top state for **gross domestic product** and **top quartile most diversified state economy**

#1 state for **overseas visitors**

Goods exports **double** and **services** exports **triple**

Top 5 state for **manufacturing jobs**

Top 3 state for **technology jobs**

#1 state for **business startups**

Top 3 state for **venture capital investments**

Top 3 state for **research and development funding** and **patents issued**

Rural county share of Florida gross domestic product **doubles**

Preparing Florida's infrastructure for smart growth and development

Diverse, attainable housing to meet future demand

Every resident has access to **public and private mobility services**

All major population and economic centers connected to regional, national, and global markets by **high-capacity corridors**

World's **most capable spaceport; top-tier airports, seaports, and surface transportation hubs** in U.S.

100% of Florida residents have access to **high-speed communications connectivity**

Diverse and reliable energy, water, and waste management resources to meet future demand

All Florida residents protected by **resiliency plans**

WHERE DO WE WANT TO GO?

2030 Targets

GOALS

Global Competitiveness

Grow Florida into a top 10 global economy

Prosperity & High Paying Jobs

Create a path to prosperity for all zip codes in Florida

Vibrant & Resilient Communities

Position Florida among the top states for attracting and retaining talent and visitors of all ages

Building the perfect climate for business

Actuarially sound **property insurance** rates based on **actual risk and competition**

#1 business tax climate in the nation

Regulatory, labor, and operating risk environments rated among **top 5** in the nation

Environmental permitting and local land use processes rated among **top quartile in the nation**

Occupational licensing laws rated among **top 5 in the nation**

Legal climate improves to **top quartile in the nation**

Making government and civics more efficient and effective

100% of **state agencies** aligned with Florida 2030 goals

100% of **regional economic development plans** aligned with Florida 2030 goals

100% of Florida residents covered by **regional visioning processes**

Increased size and impact of **nonprofit and philanthropic sectors**

Doubling the rate of Floridians who **volunteer and participate in civic and public service**, moving us from the bottom to the **top quartile**

Championing Florida's quality of life

Top 5 state for **overall well being**

Florida's brand and reputation as **best place to live, work, raise a family, visit, learn, play, relocate, and compete** remains **top in the nation**

<10% of Florida children

live in poverty and

100% have a **pathway out**

< 10% of Florida residents live in **housing-cost burdened households**

Crime rates rank among the **lowest 10 states**

Florida **protects and enhances** the value of its **arts, culture, heritage, and sense of place**

HOW DO WE GET THERE?

Talent Supply and Education

Create an integrated talent system to provide a sustainable, skilled workforce that ensures the current and future prosperity of Florida employers, employees, and communities.

Skilled and Prepared Workforce

- Foster opportunities for targeted skill development that are responsive to the shifting needs of a global economy.
- Expand access and reduce barriers so all Floridians have an opportunity to enroll in high quality training programs.
- Provide anytime/anyplace training that allows workers to continually develop skills.
- Adopt a data-driven approach to meeting Florida's needs for a 21st century workforce that employers and educators use as part of Florida's talent supply "system."

Market-Relevant Postsecondary Education and Training

- Deepen and expand cross-sector collaboration to align higher education programs with targeted industry needs.
- Shift education programs to more digital learning and simulation combined with hands-on, real-world experience.
- Cultivate essential 21st century skills such as creativity, communications, cultural literacy, and critical thinking.
- Adopt targeted strategies to increase certifications and degrees for all populations with attention to at-risk groups, low-income populations, and older workers.



APPRENTICE FLORIDA

Apprenticeships are a proven solution for businesses to recruit, train and retain highly skilled workers. Through apprenticeships, job seekers earn wages while learning workplace skills, working toward a career and avoiding student loan debt.

THE FIVE KEY COMPONENTS:

To ensure Registered Apprenticeships are high-quality and meet the needs of both employers and apprentices, programs must have these elements:

1. **Business Involvement:** Employers are the foundation of every apprenticeship program.
2. **Structured On-The-Job Training:** Apprentices receive training from an experienced mentor.
3. **Technical Instruction:** Online, at the job site, classroom based or a combination.
4. **Wage Increases:** Apprentices receive increases in wages with demonstrated gains in skills and knowledge.
5. **Certificate of Apprenticeship Completion:** Industry-recognized credential certifying apprentices are qualified for the job.

FLORIDA'S KEY SECTORS:

- Advanced Manufacturing
- Construction
- Healthcare
- Information Technology
- Hospitality
- Trade & Logistics

FOR BUSINESSES:

Preparing your business for tomorrow means finding the skilled team you need today. Registered Apprenticeships provide the opportunity to custom train a ready workforce to better prepare for future needs and growth. Apprentices earn while they learn, gaining skills that enhance your bottom line.



Once established, apprenticeship programs **reduce turnover rates, increase productivity, lower the cost of recruitment and increase safety** in the workplace or job site.



For every dollar spent on Registered Apprenticeships, employers see an **average return on investment of \$1.50**.



97% of participating employers recommend Registered Apprenticeship as a training model.

FOR POTENTIAL APPRENTICES:

Whether you are a recent high school graduate or are looking to switch careers, a Registered Apprenticeship program may be just what you need. You'll earn a wage that increases with your experience and work for an employer who is committed to your success, all while incurring no college or training debt.



The average starting wage for an apprentice is **\$15.00 per hour**.



91% of apprentices who complete an apprenticeship **are still employed nine months later**.



On average, Registered Apprentices earn nearly **2.5 times their counterparts within nine years** and about **\$300,000 more over the course of their career**.

Apprentice Florida provides businesses, including targeted industries of Information Technology, Advanced Manufacturing, Healthcare, Hospitality, Trade and Logistics and Construction, with information and resources to help establish or expand a Registered Apprenticeship program. Successful apprenticeships are collaborative and include businesses, industry associations, educational institutions, the CareerSource Florida network and community organizations. These partnerships identify resources needed, design the apprenticeship program and recruit apprentices.

HOW FLORIDA COMPARES:

5 Largest (Population) States in the US - Snapshot FY 2018¹

State Name	Active Apprentices	New Apprentices	Graduates	Active Programs	New Programs
1. California (39M)	89,949	34,303	12,584	2,984	149
2. Texas (28M)	17,767	6,463	2,157	454	43
3. Florida (21M)	12,207	5,233	1,500	221	22
4. New York (20M)	18,337	3,638	3,026	790	99
5. Illinois (13M)	15,905	5,639	2,201	445	38

Southeastern Region - Snapshot FY 2018¹

State Name	Active Apprentices	New Apprentices	Graduates	Active Programs	New Programs
1. Florida (21M)	12,207	5,233	1,500	221	22
2. Georgia (11M)	8,529	3,290	877	144	16
3. Virginia (9M)	11,971	3,666	1,943	2,000	354
4. Tennessee (7M)	5,590	1,956	730	359	14
5. Alabama (5M)	4,130	1,596	464	131	15
6. South Carolina (5M)	20,763	7,042	2,158	1,054	148
7. Mississippi (3M)	2,293	944	266	89	7

APPRENTICE FLORIDA MOMENTUM:

Registered Apprenticeships in Florida 2014 - 2018¹

State of Florida (Fiscal Year)	2014	2015	2016	2017	2018
Active Apprentices	7,395	7,883	9,558	12,621	12,207
New Apprentices	3,856	3,915	4,844	5,299	5,233
Graduates	1,198	1,202	1,029	1,343	1,500
Active Programs	222	205	201	206	221
New Programs	3	8	7	11	22

Nationally, more than 150,000 businesses have adopted apprenticeships. In Florida, more than 4,500 employers including CVS/Caremark Pharmacy, PGT Windows, Lockheed Martin and The Hartford participate in Registered Apprenticeships. **Your business could be next!**

SOURCE:

¹ U.S. Department of Labor Employment and Training Administration Office of Apprenticeship

Credentials Matter

Report 1: A National Landscape of High School Student Credential Attainment Compared to Workforce Demand

May 2019



Credentials Matter is a partnership between ExcelinEd and Burning Glass Technologies. This ongoing, comprehensive research project seeks to understand the industry credential landscape in the United States and provide actionable data analysis and resources for states and the public.

Credentials Matter combines ExcelinEd's policy expertise in college and career pathways with Burning Glass' cutting-edge labor market analytics to provide new insights into the alignment between the credentials students earn and the demand for those credentials in the workforce.

This project illustrates the credentials available and highlights the outcomes of credential attainment to inform key policy decisions about which pathways and associated credentials lead to middle- and high-wage employment opportunities and continued career advancement for students.



Launched by former Florida Governor Jeb Bush in 2008, the Foundation for Excellence in Education (ExcelinEd) supports state leaders in transforming education to unlock lifelong opportunity and success for each and every child. From policy development to implementation, ExcelinEd brings deep expertise and experience to customize education solutions for each state's unique needs. Focused on educational quality, innovation and opportunity, ExcelinEd's agenda is increasing student learning, advancing equity and readying graduates for college and career. Learn more at ExcelinEd.org.

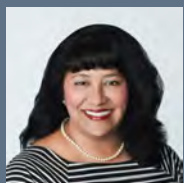


Burning Glass Technologies delivers job market analytics that empower employers, workers and educators to make data-driven decisions. The company's artificial intelligence technology analyzes hundreds of millions of job postings and real-life career transitions to provide insight into workforce demand patterns. This real-time strategic intelligence offers crucial insights, such as which jobs are most in demand, the specific skills employers need and the career directions that offer the highest potential for workers. For more information, visit burning-glass.com.



This project was made possible by a grant from Carnegie Corporation of New York. The statements made and views expressed are solely the responsibility of the author.

Foreword



Patricia Levesque
ExcelinEd CEO



Matt Sigelman
Burning Glass Technologies CEO

This year, 3.6 million American students will graduate high school.¹ Whether they enter the workforce immediately or pursue postsecondary education they will all eventually find a job market where an estimated 65% of positions demand postsecondary credentials.²



States offer a wide range of career and technical education (CTE) programs and credentials intended to prepare these students for success after high school or higher education, but how effective are these programs and the credentials that students are earning?

U.S. employers are struggling to find qualified applicants across a range of career sectors. In 12 career areas—including healthcare, computers and mathematics—demand for workers exceeded available supply by a total of 4.4 million job openings in 2016.³ This gap threatens our economy, undermines the innovation and competitiveness in many of our leading industries and will only worsen in a fast-changing market where jobs increasingly blend capabilities from different domains.

Industry-recognized credentials help address this skills gap by conveying a student's career readiness because they validate the knowledge and skills required for success in a given occupation or industry. In fact, full-time employees with an industry credential earn more than their counterparts without one, and in some cases, the salaries of non-degree credential holders' were found to be similar to workers with college degrees.⁴

***Credentials Matter* is a first-of-its-kind analysis of how the credentials students earn align with employer demand.**

Throughout our research, many states indicated they are working to improve the link between their CTE programs and their labor markets. Yet we found that half of all states aren't collecting the necessary data to know how aligned their credential programs are with employer demand, and not a single state's secondary credential program measures as "highly aligned" with the job market.

To be clear: we are not suggesting that CTE programs are failing to teach the skills they promise. But it is clear from our analysis that the credentials these programs provide too often have little currency with today's employers and are, therefore, of questionable career value to students.

The 2018 reauthorization of the \$1.2 billion Carl D. Perkins Career and Technical Education Act offers states an ideal opportunity to reassess the impact of their programs and make credentials a metric for success.

This report serves as a jumping off point for states to begin conversations about which credentials are most valuable and lead students to good careers. Our findings provide a basis for practical changes in credential programs that can improve the chances of job market success for many young people.

Right now, too many young people are missing the chance to graduate from high school ready to succeed in college and in careers that can support a family. *Credentials Matter* can inform and inspire efforts to build a better career education system for our students and their futures.

”

1 National Center for Education Statistics - [Fast Facts](#), 2018

2 Georgetown Center on Education and the Workforce - [Recovery: Job Growth and Education Requirements Through 2020](#), 2014

3 Burning Glass Technologies - [Different Skills, Different Gaps: Measuring & Closing the Skills Gap](#), 2018

4 National Skills Coalition - [Measuring Non-Degree Credential Attainment 50-State Scan](#), 2018

Executive Summary

Credentials Matter is a partnership between ExcelinEd and Burning Glass Technologies. This ongoing, comprehensive research project combines ExcelinEd's policy expertise in college and career pathways with Burning Glass' cutting-edge labor market analytics to provide new insights into the alignment between the credentials students earn and the demand for those credentials in the workforce.

The research seeks to answer the following questions:

How many states are collecting data on student credential attainment and what data collection methods are they using?

The data used to answer these questions include:

Data Collection

States collecting data and how they are doing so.

Which credentials are being earned by students?

Supply

Credentials earned by students in high school, generally in state CTE programs provided directly by state education agencies.

What is the employer demand for credentials?

Demand

Employer demand for credentials according to actual job postings sourced from Burning Glass' proprietary job postings database.

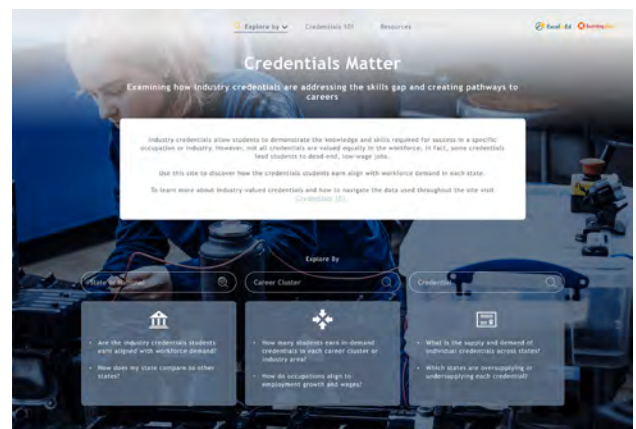
How do credentials earned align with employer demand?

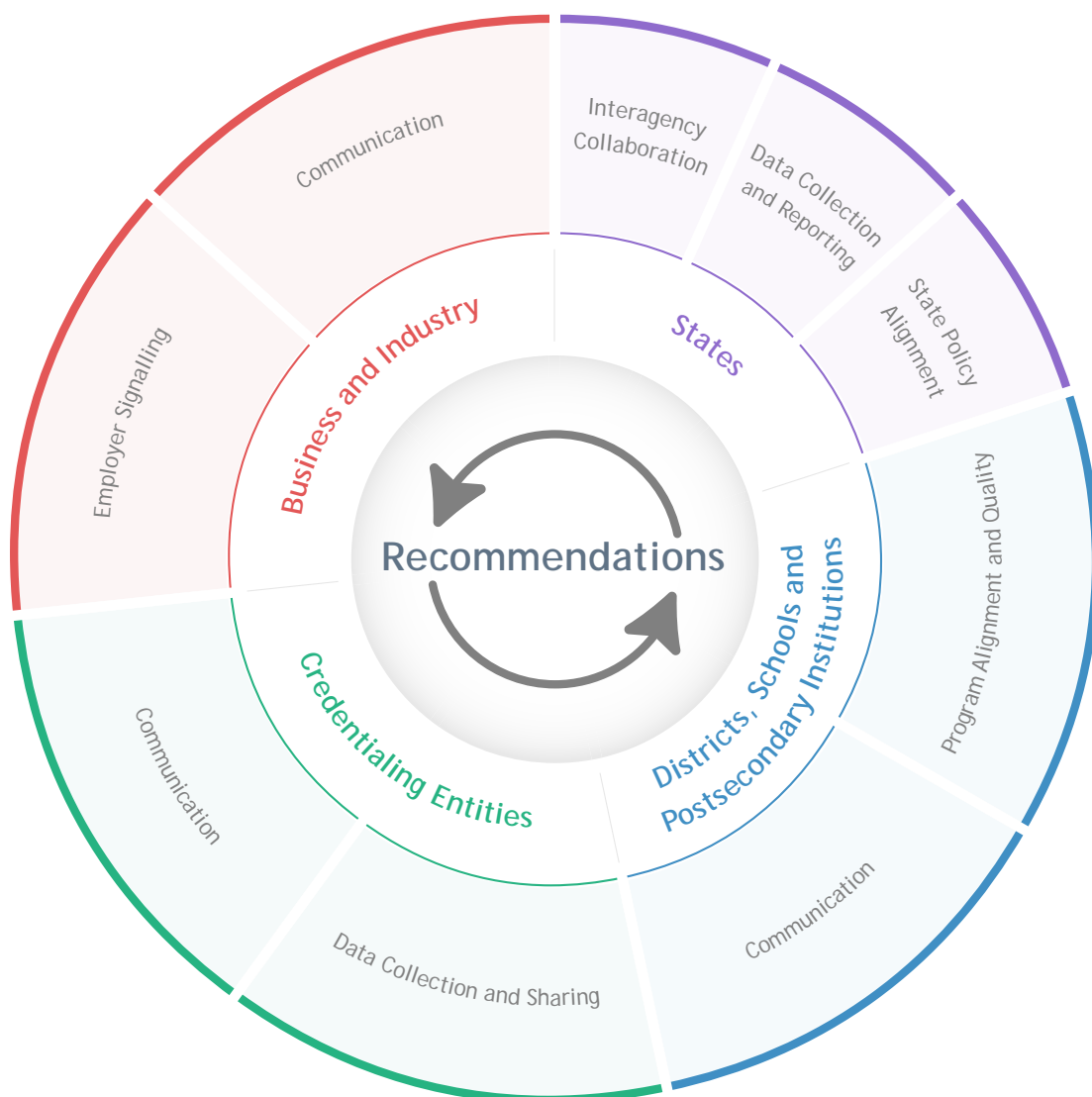
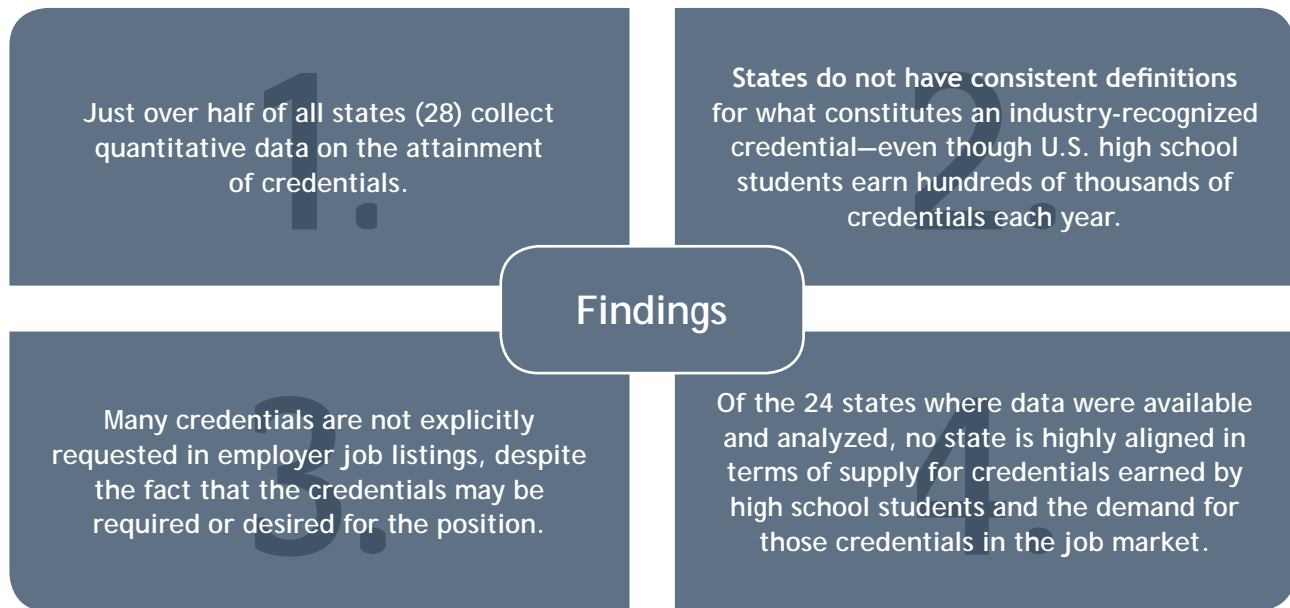
Alignment

Comparing supply to demand to determine how the credentials students earn align with workforce demand in each state.

This research, *Report 1: A National Landscape of High School Student Credential Attainment Compared to Workforce Demand*, along with the accompanying online interactive tool, CredentialsMatter.org, are the first products of this extensive data collection, analysis and partnership.

The research resulted in the most extensive collection and analysis of supply, demand and alignment of industry-recognized credentials in states to date.





Credentials Matter findings and recommendations represent a critical first step to helping a range of stakeholders understand the current landscape of credentials earned and evaluate whether those credentials have currency in the job market.

- **For Policymakers:** The findings can help inform efforts and strengthen policies to provide high-quality career pathways, including attainment of high-value industry-recognized credentials.
- **For Educators and Administrators:** The findings highlight the need to ensure local CTE programs are aligned with state and regional workforce needs and that each pathway leads to credentials that carry the highest value among employers.
- **For Employers:** The findings provide a view of what students currently earn as well as an opportunity to communicate more effectively with educators and potential employees about credentials that carry value.
- **For Credentialing Bodies:** The findings emphasize the opportunity to collaborate with states and educational institutions to improve data collection and reporting related to industry credential attainment.
- **For Students and Families:** The research can serve as starting point for conversations about which credentials can provide the greatest benefits for a future career and long-term success.



Board Information Items

1. WIOA Statewide Performance Report Program Year 2018-2019
2. About HNM Global Logistics – Field Experience, Sept. 11, 2019



Workforce Innovation and Opportunity Act (WIOA) Primary Indicators of Performance

An Eight-Year Look at Florida's Achievement Levels



The WIOA Primary Indicators of Performance are reported to the US Department of Labor on a quarterly basis. This report includes Florida statewide performance trends from PY 2011-2012 to PY 2018-2019. The tables in the report show actual performance in relation to performance targets negotiated with USDOL for PY 2018-2019 and 2019-2020. WIOA Primary Indicators of Performance methodology was applied to Workforce Investment Act (WIA) data for PY 2011-2012 through PY 2015-2016.

Performance for all statewide indicators is stable or trending in a positive direction. All performance indicators are exceeding negotiated performance targets statewide. This is excellent news for the CareerSource Florida network and the communities we serve. Continued job growth and low unemployment in Florida, as well as innovative and responsive workforce services and programs contribute to this sustained performance period. In addition to statewide performance, it should be noted that Florida's local workforce development boards met 93% of quarterly negotiated performance targets for the year. For additional information, please visit the Indicators of Performance Reports section on the Department of Economic Opportunity website at: [State Program Reports](#).

If you have questions about this report, please contact Casey Penn, Bureau of One-Stop and Program Support at the Department of Economic Opportunity, at (850) 245-7485.

Employment Indicators

- **Employment 2nd Quarter After Exit** (WIOA Adult, WIOA Dislocated Workers, Wagner-Peyser): This indicator captures the percentage of participants who are in unsubsidized employment during the 2nd quarter after exiting the program.
- **Youth Education and Employment 2nd Quarter After Exit** (WIOA Youth): This indicator captures the percentage of participants in education or training activities, or in unsubsidized employment during the 2nd quarter after exiting the program.
- **Employment 4th Quarter After Exit** (WIOA Adult, WIOA Dislocated Workers, Wagner-Peyser): This indicator captures the percentage of participants who are in unsubsidized employment during the 4th quarter after exit from the program.
- **Youth Education and Employment 4th Quarter After Exit** (WIOA Youth): This indicator captures the percentage of participants in education or training activities, or in unsubsidized employment during the 4th quarter after exiting the program.
- **Median Earnings 2nd Quarter After Exit** (WIOA Adult, WIOA Dislocated Worker, Wagner-Peyser): This indicator captures participants' median (middle value) quarterly earnings in the 2nd quarter after exiting the program.

Education/Training Indicators

- **Credential Attainment** (WIOA Adult, WIOA Dislocated Worker, WIOA Youth): This indicator captures the percentage of those participants enrolled in an education or training program (excluding those in On-the-Job Training or customized training) who attain a recognized postsecondary credential or a secondary education diploma, or its recognized equivalent, during participation in or within one year after exiting the program.
- **Measurable Skill Gains** (WIOA Adult, WIOA Dislocated Worker, WIOA Youth): This indicator captures the percentage of participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving documented academic, technical, occupational, or other forms of progress, towards such a credential or employment.

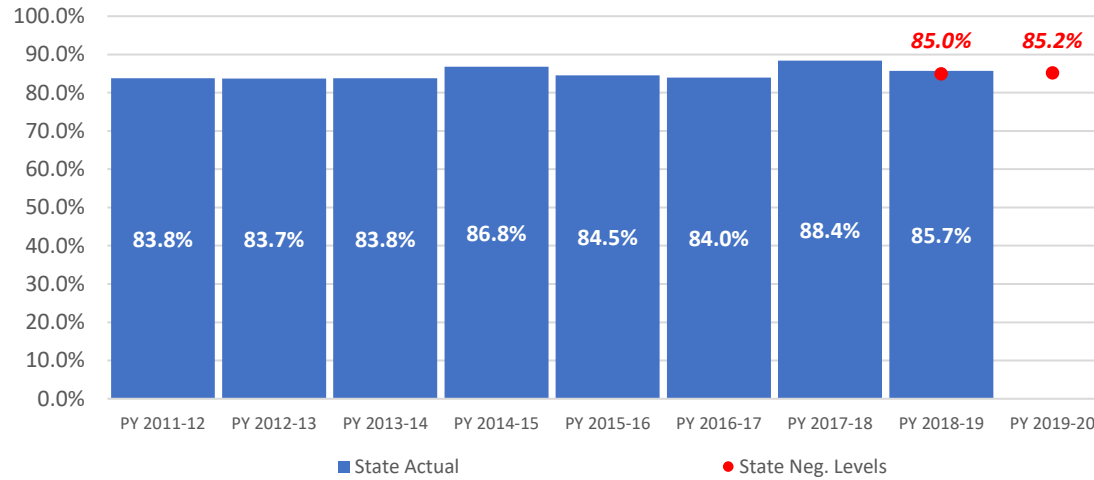
The Measurable Skill Gains indicator is used to measure interim progress of participants who are enrolled in education or training services for a specified reporting period. Therefore, it is not an exit-based measure. Instead, it is intended to capture important progressions through pathways that offer different services based on program purposes and participant needs and can help fulfill the vision for a workforce system that serves a diverse set of individuals with a range of services tailored to individual needs and goals.

WIOA Category:

Adult

WIOA Metric:

Employment Rate (2nd Qtr after exit)



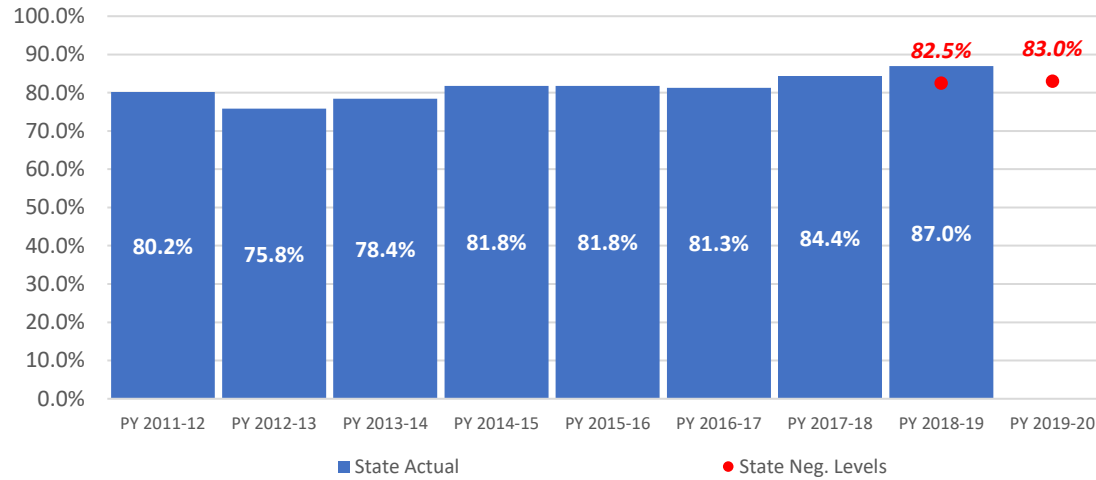
Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	83.8%	14,791
PY 2012-13	83.7%	12,741
PY 2013-14	83.8%	14,391
PY 2014-15	86.8%	13,900
PY 2015-16	84.5%	15,387
PY 2016-17	84.0%	15,214
PY 2017-18	88.4%	13,592
PY 2018-19	85.7%	9,859
<i>PY 2018-19 State Neg. Level</i>	<i>85.0%</i>	
<i>PY 2019-20 State Neg. Level</i>	<i>85.2%</i>	

WIOA Category:

Adult

WIOA Metric:

Employment Rate (4th Qtr after exit)



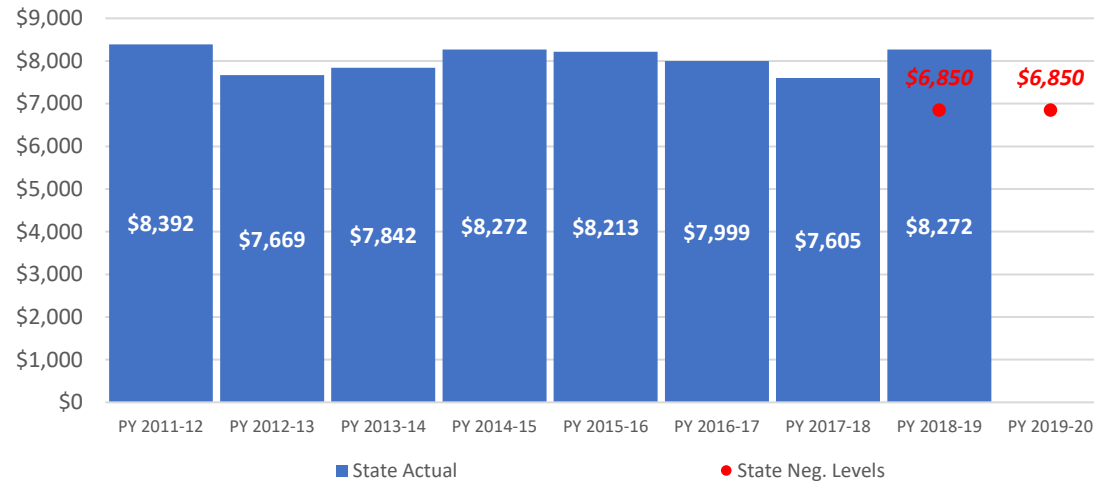
Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	80.2%	16,571
PY 2012-13	75.8%	13,802
PY 2013-14	78.4%	13,422
PY 2014-15	81.8%	14,364
PY 2015-16	81.8%	13,920
PY 2016-17	81.3%	15,630
PY 2017-18	84.4%	6,361
PY 2018-19	87.0%	11,544
PY 2018-19 State Neg. Level	82.5%	
PY 2019-20 State Neg. Level	83.0%	

WIOA Category:

Adult

WIOA Metric:

Median Earnings (2nd Qtr after exit)



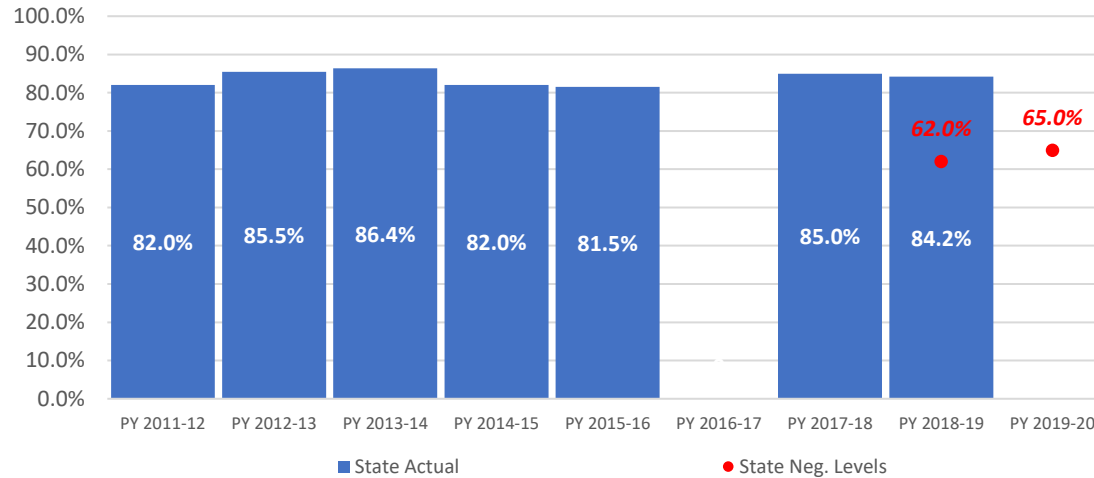
Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	\$8,392	12,132
PY 2012-13	\$7,669	10,028
PY 2013-14	\$7,842	11,633
PY 2014-15	\$8,272	11,664
PY 2015-16	\$8,213	12,541
PY 2016-17	\$7,999	8,385
PY 2017-18	\$7,605	12,065
PY 2018-19	\$8,272	8,453
PY 2018-19 State Neg. Level	\$6,850	
PY 2019-20 State Neg. Level	\$6,850	

WIOA Category:

Adult

WIOA Metric:

Credential Attainment Rate



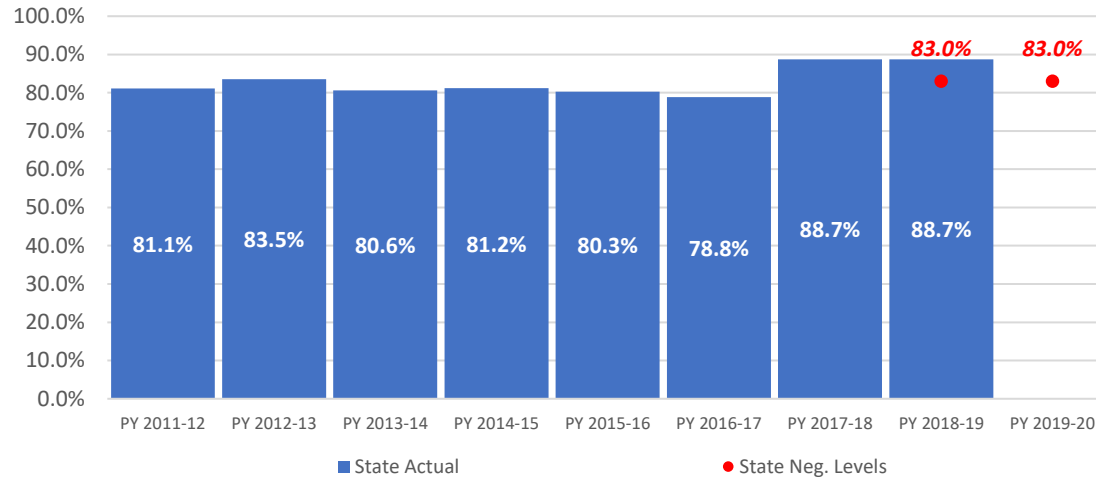
Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	82.0%	10,525
PY 2012-13	85.5%	9,012
PY 2013-14	86.4%	10,912
PY 2014-15	82.0%	11,437
PY 2015-16	81.5%	12,054
PY 2016-17	*	*
PY 2017-18	85.0%	2,325
PY 2018-19	84.2%	4,945
PY 2018-19 State Neg. Level	62.0%	
PY 2019-20 State Neg. Level	65.0%	

* PY 2016-17 WIOA Credential Attainment Rate baseline data collection period. Target not set and performance not reported due to Workforce Investment Act (WIA) reporting requirements ending June 30, 2016.

WIOA Category:

WIOA Metric:

Dislocated Worker Employment Rate (2nd Qtr after exit)



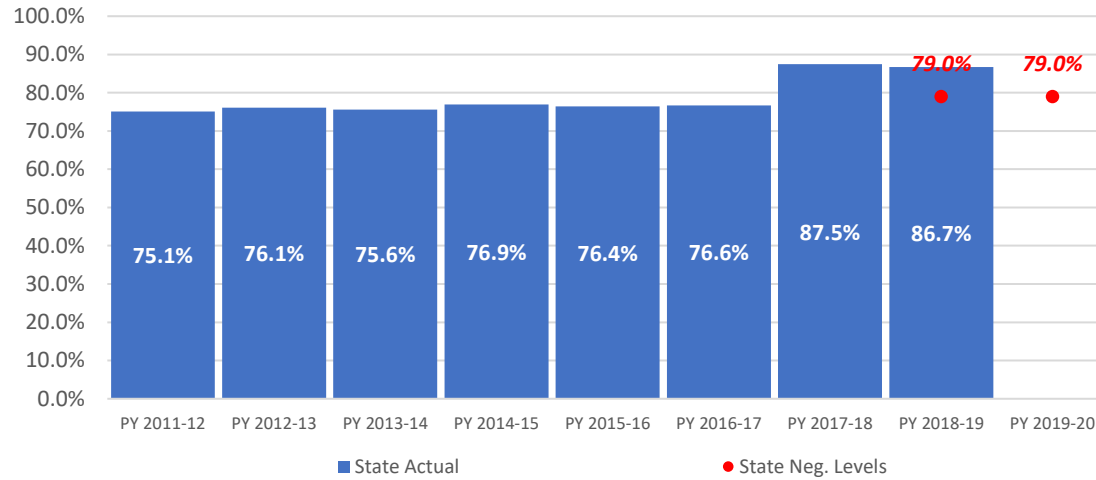
Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	81.1%	8,166
PY 2012-13	83.5%	8,077
PY 2013-14	80.6%	7,393
PY 2014-15	81.2%	6,442
PY 2015-16	80.3%	5,732
PY 2016-17	78.8%	4,777
PY 2017-18	88.7%	3,227
PY 2018-19	88.7%	2,655
<i>PY 2018-19 State Neg. Level</i>	<i>83.0%</i>	
<i>PY 2019-20 State Neg. Level</i>	<i>83.0%</i>	

WIOA Category:

Dislocated Worker

WIOA Metric:

Employment Rate (4th Qtr after exit)



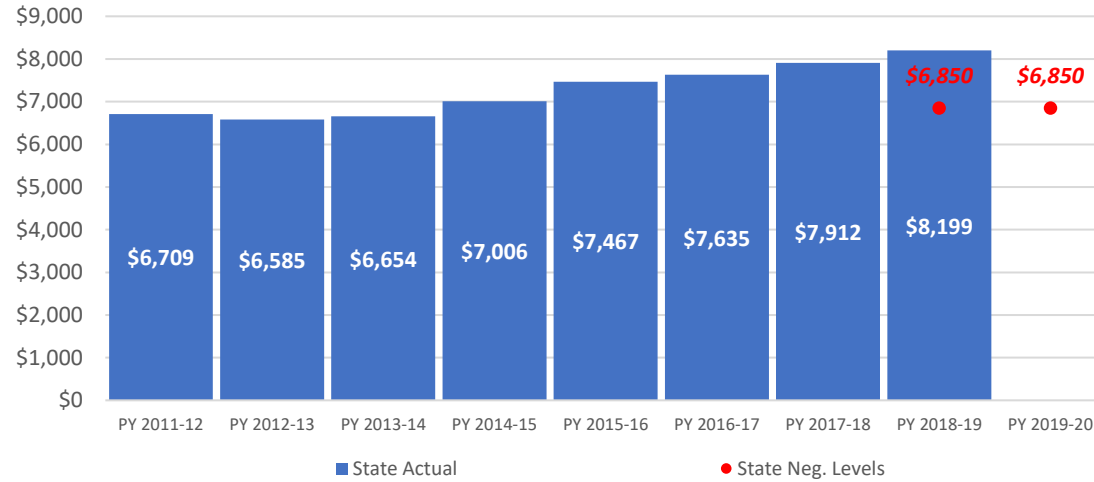
Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	75.1%	6,704
PY 2012-13	76.1%	8,878
PY 2013-14	75.6%	7,620
PY 2014-15	76.9%	6,883
PY 2015-16	76.4%	6,015
PY 2016-17	76.6%	5,262
PY 2017-18	87.5%	1,572
PY 2018-19	86.7%	3,088
PY 2018-19 State Neg. Level	79.0%	
PY 2019-20 State Neg. Level	79.0%	

WIOA Category:

Dislocated Worker

WIOA Metric:

Median Earnings (2nd Qtr after exit)

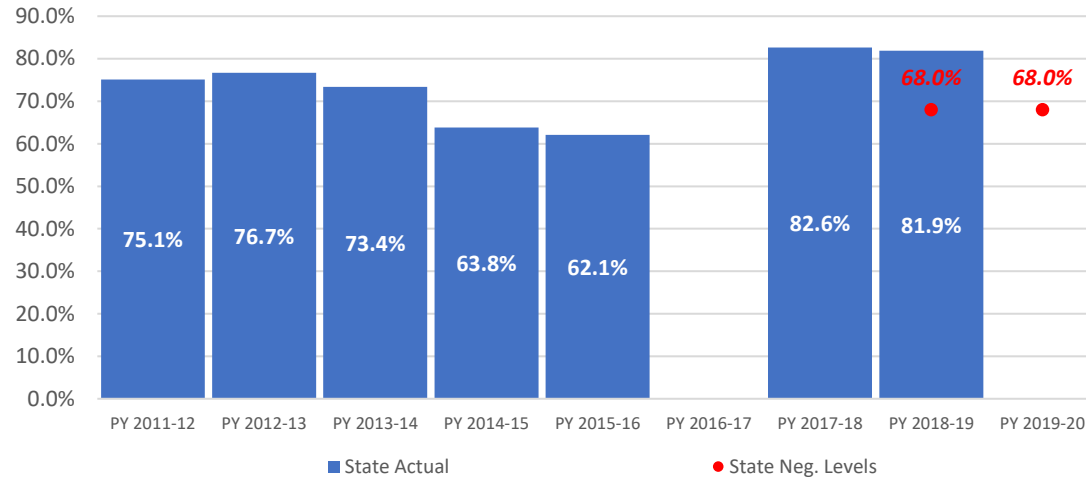


Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	\$6,709	6,408
PY 2012-13	\$6,585	6,496
PY 2013-14	\$6,654	5,674
PY 2014-15	\$7,006	4,965
PY 2015-16	\$7,467	4,401
PY 2016-17	\$7,635	2,348
PY 2017-18	\$7,912	2,861
PY 2018-19	\$8,199	2,354
PY 2018-19 State Neg. Level	\$6,850	
PY 2019-20 State Neg. Level	\$6,850	

WIOA Category:

WIOA Metric:

Dislocated Worker Credential Attainment Rate



Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	75.1%	6,595
PY 2012-13	76.7%	5,667
PY 2013-14	73.4%	5,879
PY 2014-15	63.8%	4,932
PY 2015-16	62.1%	3,983
PY 2016-17	*	*
PY 2017-18	82.6%	625
PY 2018-19	81.9%	1,319
<i>PY 2018-19 State Neg. Level</i>	<i>68.0%</i>	
<i>PY 2019-20 State Neg. Level</i>	<i>68.0%</i>	

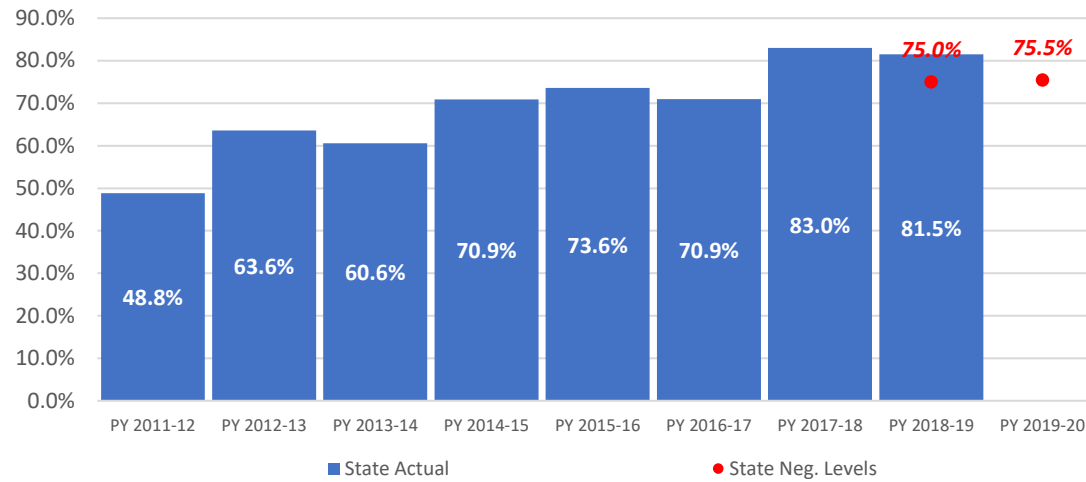
* PY 2016-17 WIOA Credential Attainment Rate baseline data collection period. Target not set and performance not reported due to Workforce Investment Act (WIA) reporting requirements ending June 30, 2016.

WIOA Category:

Youth

WIOA Metric:

Employment Rate (2nd Qtr after exit)



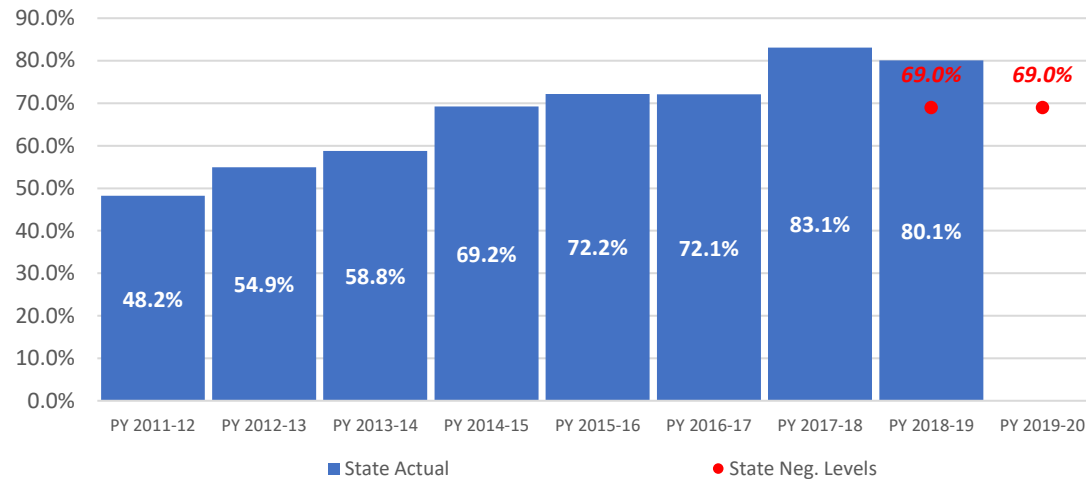
Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	48.8%	5,455
PY 2012-13	63.6%	4,931
PY 2013-14	60.6%	5,896
PY 2014-15	70.9%	4,881
PY 2015-16	73.6%	6,688
PY 2016-17	70.9%	6,571
PY 2017-18	83.0%	3,871
PY 2018-19	81.5%	4,544
PY 2018-19 State Neg. Level	75.0%	
PY 2019-20 State Neg. Level	75.5%	

WIOA Category:

Youth

WIOA Metric:

Employment Rate (4th Qtr after exit)



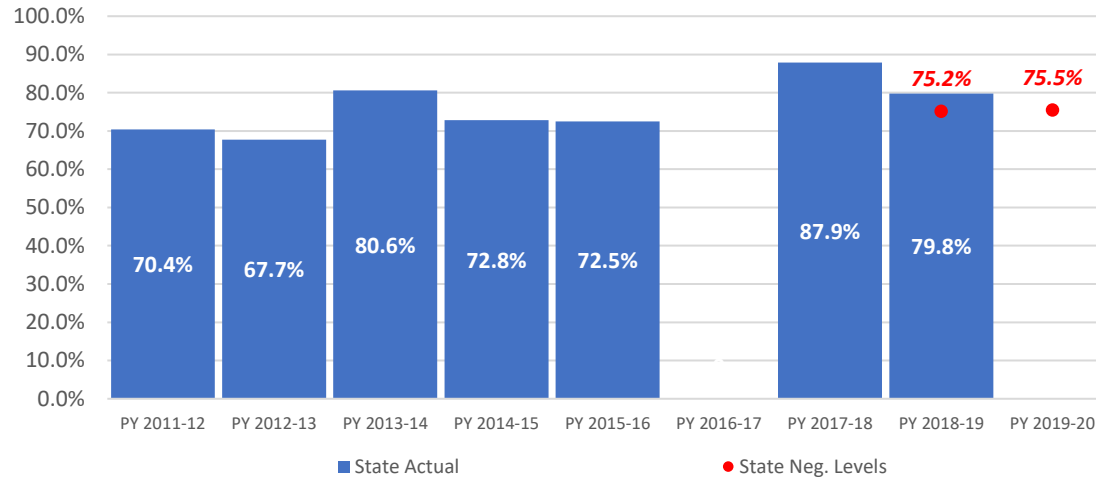
Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	48.2%	5,359
PY 2012-13	54.9%	4,908
PY 2013-14	58.8%	5,729
PY 2014-15	69.2%	5,245
PY 2015-16	72.2%	5,156
PY 2016-17	72.1%	6,709
PY 2017-18	83.1%	1,847
PY 2018-19	80.1%	4,250
PY 2018-19 State Neg. Level	69.0%	
PY 2019-20 State Neg. Level	69.0%	

WIOA Category:

Youth

WIOA Metric:

Credential Attainment Rate



Program Year (PY)	Actual Performance	Participants (n)
PY 2011-12	70.4%	5,205
PY 2012-13	67.7%	4,595
PY 2013-14	80.6%	5,271
PY 2014-15	72.8%	4,398
PY 2015-16	72.5%	6,345
PY 2016-17	*	*
PY 2017-18	87.9%	1,695
PY 2018-19	79.8%	3,581
<i>PY 2018-19 State Neg. Level</i>	<i>75.2%</i>	
<i>PY 2019-20 State Neg. Level</i>	<i>75.5%</i>	

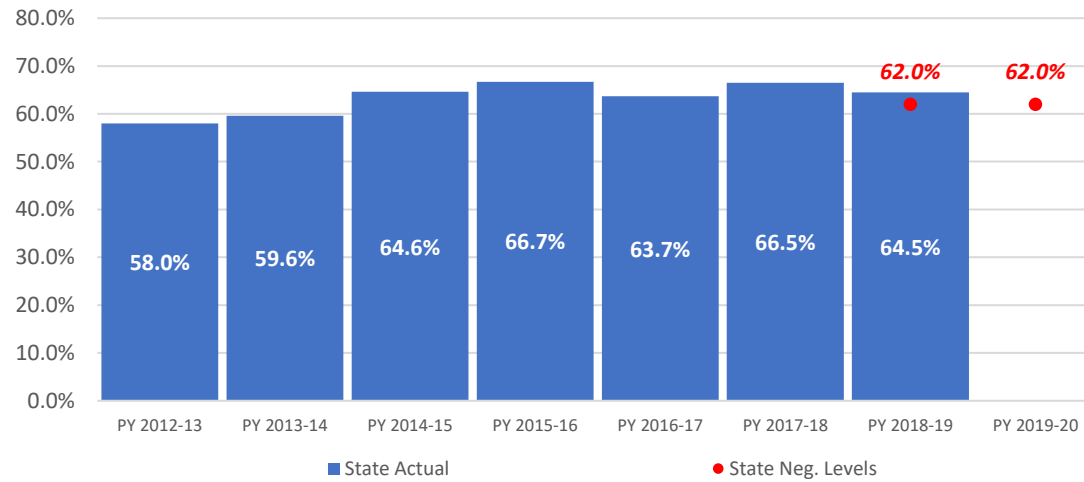
* PY 2016-17 WIOA Credential Attainment Rate baseline data collection period. Target not set and performance not reported due to Workforce Investment Act (WIA) reporting requirements ending June 30, 2016.

WIOA Category:

Wagner-Peyser

WIOA Metric:

Employment Rate (2nd Qtr after exit)



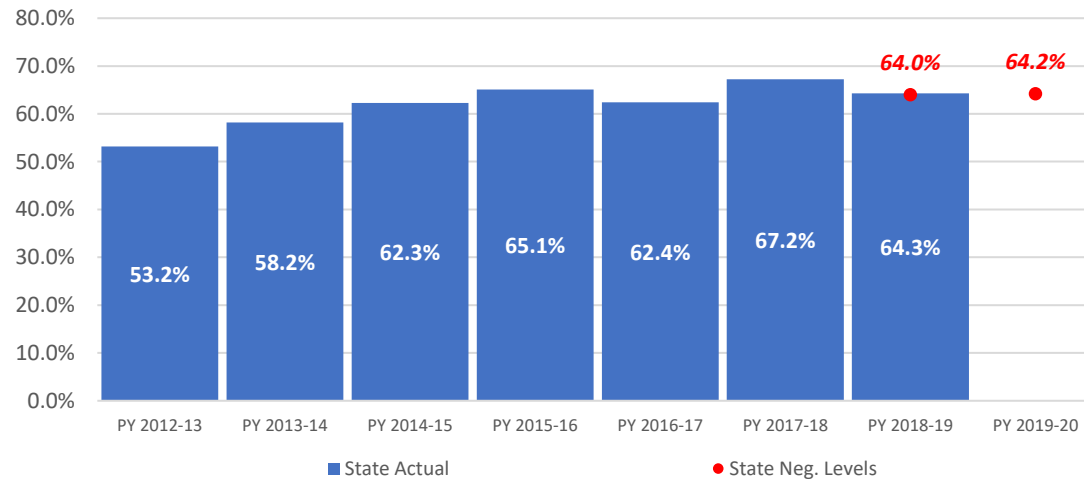
Program Year (PY)	Actual Performance	Participants (n)
PY 2012-13	58.0%	622,978
PY 2013-14	59.6%	702,411
PY 2014-15	64.6%	633,791
PY 2015-16	66.7%	593,729
PY 2016-17	63.7%	556,757
PY 2017-18	66.5%	480,444
PY 2018-19	64.5%	318,974
PY 2018-19 State Neg. Level	62.0%	
PY 2019-20 State Neg. Level	62.0%	

WIOA Category:

Wagner-Peyser

WIOA Metric:

Employment Rate (4th Qtr after exit)



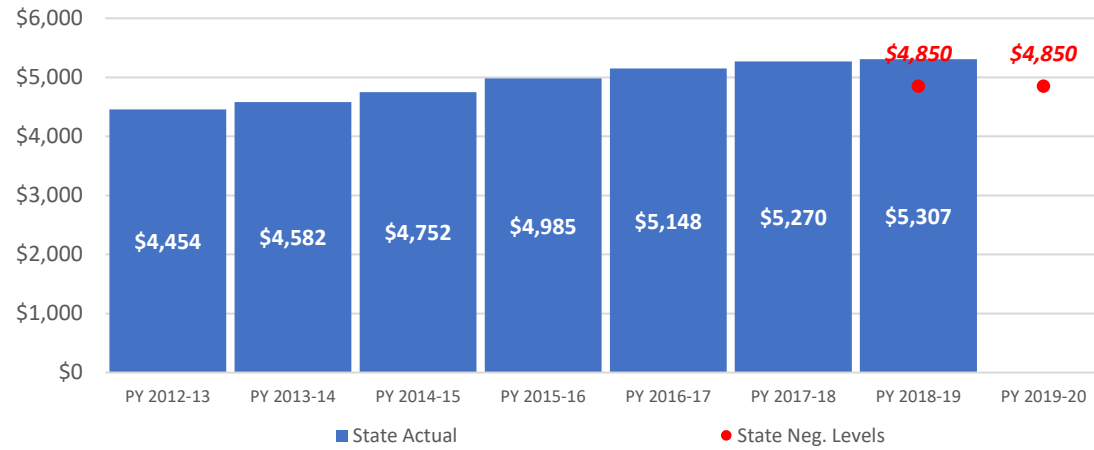
Program Year (PY)	Actual Performance	Participants (n)
PY 2012-13	53.2%	595,192
PY 2013-14	58.2%	695,674
PY 2014-15	62.3%	671,551
PY 2015-16	65.1%	598,928
PY 2016-17	62.4%	556,282
PY 2017-18	67.2%	230,646
PY 2018-19	64.3%	433,900
PY 2018-19 State Neg. Level	64.0%	
PY 2019-20 State Neg. Level	64.2%	

WIOA Category:

Wagner-Peyser

WIOA Metric:

Median Earnings (2nd Qtr after exit)



Program Year (PY)	Actual Performance	Participants (n)
PY 2012-13	\$4,454	337,075
PY 2013-14	\$4,582	418,960
PY 2014-15	\$4,752	409,628
PY 2015-16	\$4,985	396,175
PY 2016-17	\$5,148	363,830
PY 2017-18	\$5,270	319,675
PY 2018-19	\$5,307	210,397
PY 2018-19 State Neg. Level	\$4,850	
PY 2019-20 State Neg. Level	\$4,850	



HNM GLOBAL LOGISTICS

We are



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HNM Enterprises LLC, doing business as HNM Global Logistics, is a minority-owned company that provides transportation and logistics services worldwide, and offers a holistic approach to supply chain management, including: air freight, ocean freight, domestic road and rail service, customs brokerage, warehousing and distribution, project cargo, charter, ITAR/EAR (International Traffic in Arms Regulations/Export Administration Regulations) services, as well as hand carries, trade show, and white glove services. The company serves the aerospace, automotive, chemicals, defense, electronics and hi-tech, energy, health and beauty, perishables, and pharmaceutical sectors.

AT A GLANCE *HNM GLOBAL LOGISTICS*

WHAT: A company that provides transportation and logistics services

WHERE: Orlando, Florida

WEBSITE: www.gohnm.com

HNM Global Logistics is based in Orlando, Florida. Its CEO is Tony McGee, a former professional football player who spent 11 years in the National Football League. “We started back in 2010,” McGee recounts. “Our first contract was a small one with the Orland Magic’s arena. We were doing FF&E, which is furniture, fixtures, and equipment. That’s not the primary line of business that we do now, but that’s how we got started. From there, we were able to secure contracts with Disney, doing FF&E, as well. Most companies start with smaller opportunities before they get the larger ones, but we got a larger opportunity with a bigger company in the beginning and that was through



sheer luck. But we had the opportunity and we made the best of it. From there, we found our niche, which was, primarily, in freight forwarding. We brought on a group of diverse professionals who had been in the business for a number of years.”

“We had explosive growth the first two years and then we plateaued,” McGee continues. “Now, seven or eight years into the process, we really defined who we are as a service provider. Simultaneously, our customers and our partners understand that we are a premium service provider, and we pride ourselves on being customer-centric. That’s given us the opportunity to continue to grow and develop. Today, we cover the world, because we have

agency agreements across the world with different companies.” In addition to its Orlando headquarters, the company also maintains a warehouse in the Los Angeles area that it runs in conjunction with its west coast partners.

“We had a tremendous amount of growth since 2011,” adds Company COO, Darrell Gajadhar. “Inside that growth there were varied opportunities, but in logistics, things change; markets change and the way the business flowed, changed for us, as well. I think we did a pretty good job in trying to hold those numbers and keep growing, but our core business has changed dramatically. Our real bread and butter, today, is the freight forwarding piece,



in this geopolitical climate because we're the one that our customers and partners go to, to help them work through these problems and issues."

"From our clients' standpoint on the import side, it's a big nut to swallow," says Gajadhar. "When they're going to pay from 10 percent to 25 percent more on their product coming in from China, primarily, that affects their business; especially if they're only making, say, a 30 percent profit or a 20 percent profit and they have to pay 25 percent more in duties. That's a shutting-down-business type of situation."

McGee adds, "So, we will help them source other suppliers from other countries that aren't affected by those tariffs and, once again, we're getting them the pricing, we're helping them understand how that flow will work, what the time frames are to get that product into the country, and how to stream-

the import/export on the foreign side. And with the imports, that includes the customs brokerage."

With all of the current upheavals in the realm of international trade, McGee believes that HNM's services are now more important than ever. "We're going into an unknown," he avers, "unchartered waters, so to speak. But, from that standpoint, that's where we come in to service our partners, because we're working with them across the board on a day-to-day basis to help them to plan and to mitigate the different things that are happening. We're also providing them with compliance as it relates to tariffs, and the best way to move their freight around the world. So, we become that much more valuable



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line the process so their business can be as unaffected as possible by things going on that are out of their control. That's our value proposition to our partners and customers."

"Every customer's situation is different and there could be a different solution for each one of them," Gajadhar explains. "Sometimes we have customers that bring in parts from overseas that are going to be incorporated in something else that's going to leave the country. That could be an FTZ (Free Trade Zone) situation or a drawback situation where they can get reimbursed for their duty. Sometimes, they want to bring it into a bonded warehouse, where they only pay duties when they sell the product, so they're not carrying that debt until it's off the shelf. So, everyone's situation is pretty much different when it comes to duties."

"When you do your taxes, you go to a CPA for help," McGee notes. "When you're moving your freight, you come to us as a customs brokerage and freight forwarding company because we help you move your freight, go through the compliance pieces, and help you understand the duties, the taxes, the tariffs, and the best way to plan to move your freight as seamlessly as possible from Point A to Point B."

McGee elaborates on two areas in which he sees some growth potential, going forward. "The biggest thing is the Amazon effect," he begins. "What I mean by that is you have all these retail stores closing now, but products are still getting moved to customers and that's opening up two opportunities for us as we continue to grow and develop our business. First and foremost are the warehousing/distribution and sorting centers that bring product in to be warehoused. Secondly, it's getting that

product out to customers. So, those are two sectors that we're seeing opportunities for growth because you're taking one step out of the supply chain – with the retail stores closing, you're going from warehouse directly to consumer. We can play two parts in that. We can do the warehousing piece, as well as the final mile delivery piece. Amazon has revolutionized this, but everyone else is catching on to it, which starts to leave more opportunities for us.”

In order to achieve that second goal – the final mile delivery – McGee understands that HNM is going to have to put more trucks on the road. “There is some risk to that, because you have more exposure when you have more assets on the road,” he admits. “So that’s something we’ll have to monitor.” Another item on the company’s agenda is finding a home of its own. “We’ve rented for several years, so we hope

to own a 100,000-sq.-ft. building where we’re our own landlord.” Another company goal is to continue to develop its domestic offerings. “We have a lot of opportunities in the government space with the DoD (Department of Defense). We support a lot of the military contractors that do modeling and simulation here in Orlando out of Research Park, so we see that as an area that could grow tremendously for us. So, we see a lot of HNM trucks on the road; we see our own real estate offerings; and we also see a growth in the ecommerce section, picking up the warehousing, as well as the final mile, white glove type of deliveries.”

McGee believes that HNM’s continued growth will also be based on its current and future use of technology. “The operating system we use allows us to compete with the billion-dollar companies, because everything is report-driven,” he states. “So,





the amount of time it would take ten workers, you can have two to three workers because of the technology. Secondly, as we talked about that final mile piece, when you start looking at all the iPhones, the apps, the Google maps – that’s another set of tools that we can utilize to help us manage that last mile delivery, because you can communicate with your drivers. So, we’re a logistics company that has to evolve into a technology company – one that utilizes and manages technologies, not only internally for us, but externally for our partners and our suppliers and our customers. We don’t want to be Blockbuster in a Netflix world.”

McGee also believes that continued growth will be dependent on HNM’s laser-like focus on the customer experience. “If we walk into the office and

the customers don’t have to call and ask ‘Where’s my freight?’ then we’re headed in the right direction,” he avers.

“That’s easily said, but there’s a lot that goes into that for it to happen,” echoes Gajadhar. “You’re talking about employee relationships; making sure that they’re trained properly and treated fairly; that we have a good culture here. We also look at our vendors and partners, domestically and globally, as they are an extension of HNM Global Logistics. We take a look at the way everything operates in this company as far as accounting and administration. A lot of things have to be moving correctly for this to happen and it doesn’t come easy.”

McGee agrees: “We fight complacency, because sometimes your team can become a little com-

placent when you experience success in a short amount of time. Everyone can start to feel that it's your right or your privilege as opposed to something that you have to go out and grind and work for. And coming from a professional athletic background, I understand that every day you get better or worse – you never stay the same. And that's one of the messages we try to convey to the team – every day you have to come in ready to go, ready to accept the challenge, ready to try and get better at, at least, one thing. So, from a recruiting standpoint, we're looking to develop young, aggressive talent. We want that new generation of workers. And as we evolve into a technology service provider, we want to make sure that our team is evolving, as well.”

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