

**CareerSource Florida, Inc.**

**Vendor Questions and CSF Responses  
for  
Request for Quote**

**Reimagining Florida’s Workforce System: A Three Pillar Strategy  
PHASE III – Mediation Services**

Vendor Questions	CSF Responses
<p>1. The RFQ estimates a number of hours related to meeting support. Do you expect that these meetings would be virtual, in-person, or a combination? To the extent on-site meetings are anticipated, would they be in Tallahassee or multiple locations?</p>	<p>Combination of in-person and virtual. In-person will be multiple locations to the following cities:</p> <ul style="list-style-type: none"> <li>• Tampa / St. Pete (CareerSource Tampa Bay / CareerSource Pinellas)</li> <li>• Melbourne / Daytona Beach (CareerSource Brevard / CareerSource Flagler Volusia)</li> <li>• Lake City / Gainesville (CareerSource Florida Crown / CareerSource North Central Florida)</li> <li>• Other locations as determined</li> </ul>
<p>2. With respect to organizing and conducting the anticipated mediation services, will CSF be collaborating with shared administrative support (e.g., providing assistance in coordinating meetings, scheduling, secretarial/paralegal services), or would the contractor be functioning independently in providing these services?</p>	<p>CSF will assist with coordinating meetings and scheduling. Contractor is responsible for providing secretarial/paralegal services.</p>
<p>3. What is the reason that estimated total hours related to the CareerSource Tampa Bay-Pinellas merger are fewer than those estimated for the other 2 mergers?</p>	<p>CareerSource Tampa Bay and CareerSource Pinellas are further along in the transformation process.</p>
<p>4. I understand the contractor is expected to assist CSF in realigning and consolidating impacted local workforce development boards. With that in mind, what does CSF envision as a final work product (written agreements, for instance?) or end result of the solicited mediation services? Is there a contingency plan for taking further action if, for example, any of the LWDB stakeholders and/or counties are unable to reach a consensual agreement through mediation?</p>	<p>The result of a successful mediation is agreement by the parties to accomplish the following list of tasks:</p> <ul style="list-style-type: none"> <li>• Interlocal Agreements created</li> <li>• Consortiums created</li> <li>• New Board of Directors created</li> <li>• Bylaws created</li> <li>• New LWDBs created</li> <li>• Dissolve existing / Create new 501(c)(3), where necessary</li> </ul> <p>Yes, contingency plans are in place if stakeholders and/or counties are unable to reach a consensual agreement through mediation</p>
<p>1. Does the scope of this phase include budget allocation (and re-allocation) between Local Workforce Boards?</p>	<p>If necessary, yes.</p>
<p>2. How are will these decisions be made or approved within each Local Workforce Development Board? For example, does alignment and decision-making for</p>	<p>Agreement from the CEOs as direct representatives of their respective County Commission and /or Consortium and Local Workforce Development Boards.</p>

<p>CareerSource Pinellas require consensus of 29 Board members, a majority, or simply agreement from the CEO?</p>	
<p>3. What is CareerSource Florida's escalation or resolution path if consolidated or realigned areas cannot come to agreement? Is the State Workforce Development Board empowered to make decisions on behalf of Local Development Boards if needed?</p>	<p>Yes, contingency plans are in place if stakeholders and/or counties are unable to reach a consensual agreement through mediation.</p> <p>Yes, the State Workforce Development Board can be empowered to make decisions on behalf of Local Development Boards if necessary.</p>
<p>4. The RFQ notes that "the proposed changes largely maintain or improve access to education and training providers". Are there notable exceptions to this that would impact scope or area of focus?</p>	<p>No.</p>
<p>5. What does CareerSource Florida envision to be the role of the CareerSource Florida's President and professional staff in this phase of work?</p>	<p>CSF President will not play an active role, however, CSF staff will assist with coordinating meetings, scheduling, and will attend all meetings.</p>
<p>6. How did CareerSource Florida determine estimated hours required to support mediation?</p>	<p>The estimates were based on previous experience working with the impacted LWDBs. Estimates may be adjusted based on responding vendor's recommendations.</p>
<p>7. Why are estimated total hours to support the merger of CareerSource Tampa Bay and CareerSource Pinellas lower than for other merging entities?</p>	<p>CareerSource Tampa Bay and CareerSource Pinellas are further along in the transformation process.</p>
<p>8. The third pillar of the Transformation plan describes designation of WIOA-compliant planning regions made up of two or more local workforce development areas and boards. How and on what timeline does CareerSource Florida plan to develop such recommendations? Are development of these recommendations within the scope of this phase of work?</p>	<p>This is out of scope for this engagement.</p>
<p>9. What deliverables does CareerSource Florida expect as outputs of this work? What is acceptance criteria for these deliverables?</p>	<p>Written documentation supporting dispute resolutions and/or if disputes were unable to be resolved. Acceptance criteria is based on the documentation including the necessary following details:</p> <ul style="list-style-type: none"> <li>• dates of meetings,</li> <li>• attendees, and</li> <li>• findings/details discussed during the meetings.</li> <li>• catalog of all resolved disputes</li> <li>• catalog of all unresolved disputes to include reasoning with supporting details.</li> </ul>