



OEWD RFP #121

Workforce Development Services

**Technical Assistance Conference
December 14, 2016**



Presentation Overview

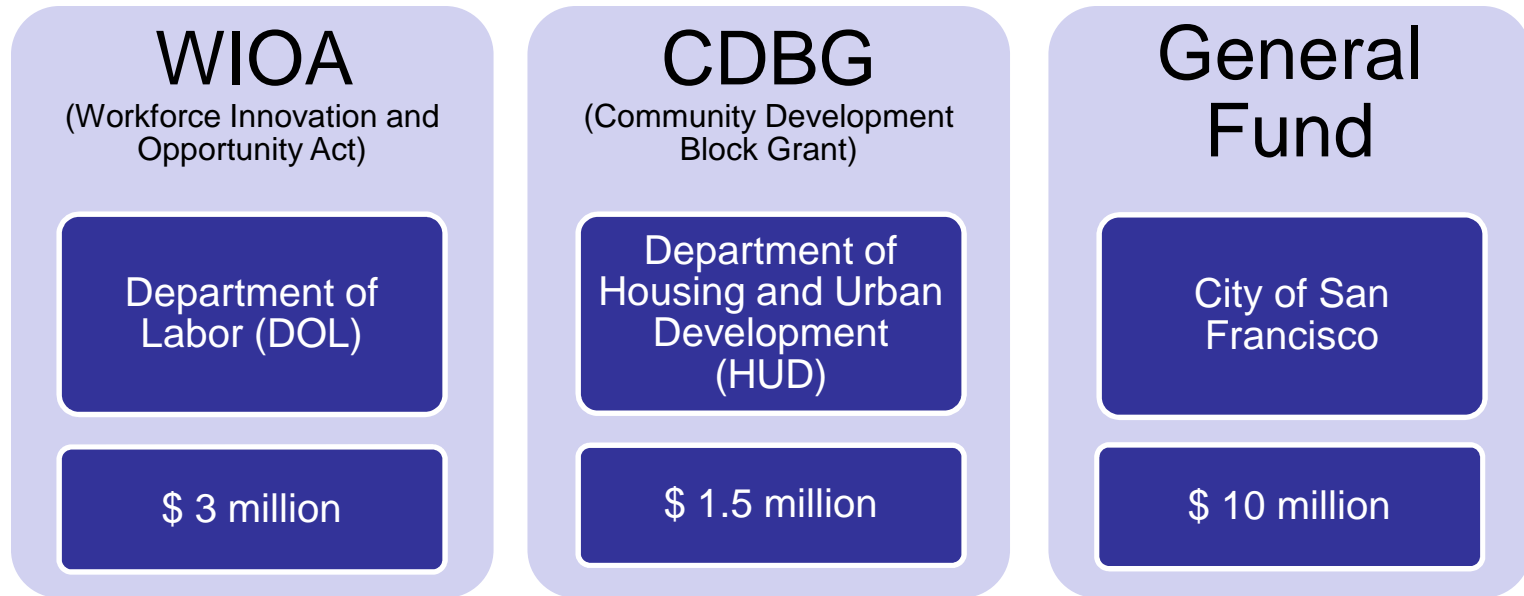
- Funding Mix
- Strategy and Goals
- Performance: Outputs and Outcomes
- Program Areas and Modules
- City Contracting and Funding Requirements
- Total Grant System (TGS) – online proposal system

Intermission
(time to prepare questions)

- Questions and Answers



Proposed Annual Funding



Strategic Plan: **Goals**

Sector

Foster demand-driven skills attainment and enable upward mobility

Young Adult

Connect disengaged young adults to education and career pathways that allow them to achieve their economic potential

Coordination

Align services locally and regionally across workforce system partners

Business

Provide high quality services to businesses that promote hiring of SF residents

Access

Ensure awareness, ease of entry, and appropriate services are available to all jobseeker and employer customers.



RFP #121 Goals

- Invest in a continuum of career services that meet a customer where they are and deliver targeted services that support their long-term success
- Focus efforts on models with proven/promising results – evidence-based practices, data-driven sectors
- Build stronger, system-wide coordination among providers
- Invite innovation



Strategy Updates Since Last RFP

- Created One-Stop Operator
- Maintaining one comprehensive “CAP” (AJCC/One-Stop)
- Delineating between Neighborhood Access Points, Specialized Access Points, and Job Readiness Service providers
- Investing in subsidized employment for Young Adult
- Incorporated Bridge Programs into our Sector Workforce Programs (Healthcare and Tech)
- Added a Business Coordinator role dedicated to SFO
- Invited Pilots



Proposal Areas

A. One Stop Operator

B. Adult Workforce Services

C. Job Readiness Services

D. Young Adult Workforce Services

E. Sector Workforce Programs

F. Pilots

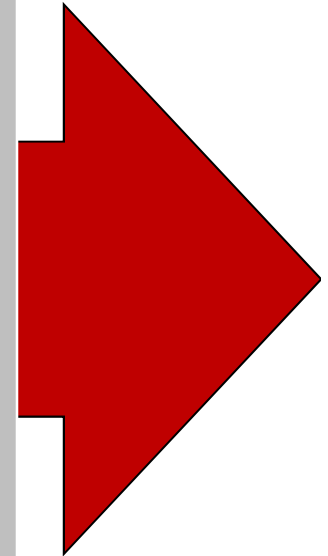
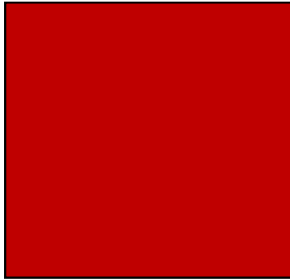
G. Business Services

H. Database



Outputs vs. Outcomes

	Outputs	Outcomes	
Comprehensive Access Point	<i>Activities to Achieve Outcomes</i>	Placements in Employment, Training, or Post-Secondary Education	
Neighborhood Access Points			
Specialized Access Points			
• Re-entry Access Point			
• Veterans Access Point			
• Disability Coordinator and Programs			
Job Readiness Services			
Young Adult Access Point			
• Young Adult Access Point			
• RAMP			
• Subsidized Employment			
Sector/ Industry Workforce Programs			
• Sector / Industry Coordinator			
• Occupational Training Providers			
• Bridge			
• Construction Career Development			
	Recruitment	Retention in Employment, Training or Post-secondary Education	
	Enrollments		
	Assessments		
	ISS/IEP Development		
	Case Management and Career Coaching		
	Program Attendance		
	Program Completion		
	Referrals		
	Supportive Services		
	Marketing and Communication plan to SF residents/employers about employment services		
			Measurable Skills Gains



Access Point Services

I. Outreach and Recruitment

II. Information, Orientation, Assessment, & Enrollment

III. Referral to Training and Other Services

IV. Individual Planning & Case Management

V. Supportive Services

VI. Job Readiness Training

VII. Basic Computer Skills Training

VIII. Financial Literacy Services

IX. Job Search, Employment, Retention Services

X. Partner Development

XI. Business Services

XII. On-the-Job Training

XIII. Individual Training Accounts



Proposal Area A. One Stop Operator

- **Coordinate Workforce System**
 - Coordinates WIOA Core Partners
 - Manage Workforce System Calendar
- **Facilitate Success of Provider Network**
 - Create and facilitate training and technical assistance modules for OEWD Providers
 - Event coordination and logistics
 - Conduct surveys and report feedback



Proposal Area B. Adult Workforce Services

B1. Comprehensive Access Point

- Delivery of all Access Point services
- Site for Core Partner co-location
- Central Hub Functionality

B2. Neighborhood Access Points

- Geographic and/or needs-based neighborhood focus
- Delivery of a most Access Point services
 - Basic Computer Skills, Financial Literacy optional
 - OJT and ITA through the CAP

B3. Specialized Access Points

- Customized Access Point Services to Target Population
 - Job Readiness Training optional
 - OJT and ITA through the CAP
- Close Coordination with CAP and NAPs required



Proposal Area C. Job Readiness Services

- **Target Hardest to Employ**
 - English limited
 - Lack of right to work
 - Multiple barriers to employment
- **Focus on Barrier Removal**
 - Intensive Case management
 - Wrap-around Services
- **Referrals to Other Workforce Services upon completion**



Proposal Area D. Young Adult Workforce Services

D1. Young Adult Access Points

- Deliver Access Point Services targeted and relevant to young adult (17-24) workers
- Career Exploration focus
- Connect to Education and/or Employment

D2. RAMP

- Target disconnected youth
- Deliver Young Adult Access Point Services combined with classroom based JRT, stipended work experience and intensive educational support

D3. Subsidized Employment

- Target youth transitioning from other subsidized work experience
- Deliver Young Adult Access Point services combined with classroom based JRT and subsidized employment in competitive occupations



Proposal Area E. Sector Workforce Programs

- **Priority Sectors**
 - Construction
 - Health Care
 - Hospitality/Retail
 - Information and Communications Technology



Proposal Area E. Sector Workforce Programs

E1. Sector Access Point Coordinator

- Deliver Access Point Services contextualized to specific sector
 - Basic Computer Skills, Financial Literacy, OJT and ITA optional
 - Job Search, Employment, and Retention services not required of CityBuild Providers
- Coordinate activities and services provided through other providers in sector

E2. Occupational Skills Training Provider(s)

- Deliver contextualized training that results in industry recognized credentials leading to employment or career advancement within the sector
- Individual Planning, Case Management, Referral and Supportive Services, and Job Search and Employment Assistance optional



Proposal Area E. Sector Workforce Programs

E3. Sector Bridge Programs

- Health Care, ICT (not youth specific)
- Sector-based career exploration
- Prepare participants with contextualized training that equips them with basic academic and technical skills necessary for success in Sector Workforce Programs

E4. Specialized Construction Services

- Construction Career Development Services
 - Retention services for construction sector graduates
 - Provide information to promote professional development and growth
- Interrupt, Predict, and Organize
 - Construction skills training to participants in the IPO program



Proposal Area F. Pilots

F1. Retention Services

- Identify and intervene with past participants at risk of losing employment

F2. Incumbent Worker Services

- Identify and engage incumbent workers about career pathways available to them

F3. New Sectors

- Map career pathways and design sector approach to additional demand-industries in San Francisco

F4. Modular Core Curriculum

- Evaluate and standardize effective techniques and best practices in workforce services for widespread adoption

F5. Entrepreneur and Gig Worker

- Develop training modules that respond to the needs of entrepreneurs and workers in the gig economy

F6. Collaborative Competition

- Motivational System Design Solutions



Proposal Area G. Business Services

G1. General/First Source Business Coordinator

- Develop relationships and generate job leads with Non-Construction “End Use” Employers
- Organize hiring, networking and other career events
- Facilitate employer targeted workshops at Access Point sites
- Train Access Point job development staff around techniques for employer engagement

G2. SFO Business Coordinator

- Develop relationships and generate job leads with SFO vendors
- Conduct recruitment and hiring events for SFO employers
- Screen and match candidates from Access Points to SFO positions
- Partner with Access Points to ensure jobseekers understand and are prepared for job requirements with SFO employers



Proposal Area H. Database Administrator

- **Maintain customized data collection client tracking system**
 - Assign user accounts and troubleshoot user issues
 - Produce reports on data collected
 - Upload data files as necessary
- **Ensure Integration with State System**



Workforce Funding

Community Development Block Grant (**CDBG**) funding is an annual formula allocation from the HUD (US Dept. of Housing & Urban Development).

Bidders should review and be familiar with:

- CDBG Operating Procedures Manual
- CDBG 2015-2019 Consolidated Plan

(available on the Mayor's Office of Housing website at <http://sfmohcd.org/community-development-forms-and-documents>)



Workforce Funding (continued)

Workforce Innovation and Opportunity Act (**WIOA**) funding is an annual formula allocation from the US Department of Labor (DoL).

Bidders should review and be familiar with OEWD's:

- WIA/WIOA Directives
- WIA/WIOA Policies & Procedures

(available on OEWD's website at <http://oewd.org/providerresources>

On oewd.org under about us-> Provider and Grantee Resources menu option)



Contracting Requirements

- Contractors must comply with SF City & County Ordinances and contracting requirements, including being/becoming an approved City Vendor
- See Office of Contract Administration website at <http://sfgov.org/oca/qualify-do-business> for forms and more info.
- **Requirements include:**
 - General Liability & Auto Insurance
 - Compliance with Equal Benefits Ordinance
 - Current S.F. Business Tax Certificate (if applicable)
 - ACH/Automatic Deposit Payments



RFP Timeframe

- **Dec. 2:** RFP published- OEWD website
- **Dec. 14:** Technical Assistance Workshop
- **Dec 21:** Deadline to submit questions (noon)
- **Jan. 4:** Q & A Final Posting
- **Thursday Jan. 19:** Proposals Due, 5pm sharp!

(Proposals must be submitted thru TGS Online Proposal System)



TGS Online Proposal System

All proposals must be submitted through the TGS online proposal system.

(Please see TGS technical assistance materials for more details)



RFP 121 Website Resources

Website: <http://oewd.org/bid-opportunities/RFP-121>

Document Downloads

[Full RFP 121](#)

[G-100 Grant Template](#)

[Online TGS Instructions](#)

[Adding Users and Editing Permissions in TGS](#)

[Navigating RFP 121 in TGS](#)

[RFP 121 Activity Chart](#)

Accessing RFP 121

Proposals will be only be accepted through the online system **Total Grant Solution (TGS)**. To create a profile or log in to Total Grant Solution (TGS) website, click on the TGS logo below:



RFP 121 Website Resources

Website: <http://oewd.org/bid-opportunities/RFP-121>

The “Online TGS instruction” document covers the following topics:

- How to review/set up your main agency profile after logging into TGS.
- How to retrieve credentials.
- How to register as a new agency

The “Navigating RFP 121 in TGS” document is a screen by screen walk through of the proposal response screens. Also includes instructions on how to upload documents



Questions & Information

1. Fill out your question card(s). Staff will pick them up.
2. Additional questions may be asked via email to oezd.procurement@sfgov.org
 - Please put “RFP #121” and area of interest in the Subject Line
 - Questions may be submitted up until **Wednesday December 21, noon**
 - Questions and answers will be posted on OEWD website by January 4th :

<http://oezd.org/bid-opportunities/RFP-121>

Updates will be posted ongoing

