



northeastern

WORKFORCE DEVELOPMENT BOARD

EASTERN MAINE DEVELOPMENT CORPORATION IN WASHINGTON COUNTY PY18

SOLE SOURCE JUSTIFICATION

Background

The Northeastern Workforce Development Board conducts all WIOA required procurements in accordance with the Federal Uniform Requirements at 2 CFR 200, 2 CFR 2900, 29 CFR 95 or 29 CFR 97, as appropriate.

2 CFR §200.320 (f)(2) allows for noncompetitive procurement through solicitation of a proposal from only one source when the public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.

On February 6, 2018, the Maine Department of Labor, Bureau of Employment Services notified the Northeastern Workforce Development Board that on June 30, 2018, it would discontinue providing Title IB Adult, Dislocated Worker and Youth services in Washington County.

Justification

The distribution of the full amount of Title IB funds for Program Year 2017 (PY17) was delayed until just after this announcement was received. The delay in receipt of PY17 has had significant impact, including reduction in tenured Title IB staff of remaining service providers. Many of the service provider's staff who were laid off have since found employment elsewhere. This fact has caused a delay in onboarding qualified employees to deliver the WIOA Title 1B programs. Further, the Northeastern Workforce Development Board is working to assure partners that the Northeastern Workforce Development Board has resources needed to serve residents in the Local Area. The NWDB's goal is to solidify partnerships throughout the region and begin drafting the strategic plan modification due to MDOL soon.

The Workforce Innovation and Opportunity Act Sec. 123 requires the local area to award grants or contracts to providers of Title IB Youth services on a competitive basis using criteria established by the State Workforce Board. Competitive procurement of services requires significant preparation and time to complete the required steps.

The Northeastern Workforce Development Board has determined that it is unable to both ensure a suitable transition of Title IB clients currently served by the Bureau of Employment Services *and* conduct a full and open procurement of services in the limited amount of time available. Eastern Maine Development Corporation has served multiple counties for over 20 years and currently has funding that will allow them to add Washington County to their service menu. EMDC has previously established partnerships in workforce and economic development throughout Washington County. As such the Northeastern Workforce Development Board will award a sole source contract to Eastern Maine Development Corporation for a period of one year, during which time the Northeastern Workforce Development Board will prepare and conduct a full an open competitive for services.

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Aroostook, Hancock, Penobscot, Piscataquis, and Washington Counties



Northeastern Workforce Development Board- CEO Meeting Zoom Video Conference Call

Meeting Minutes March 26, 2018/ 4:00pm

Attendees via zoom/phone: Commissioner Tom Davis, Commissioner Vinton Cassidy, Commissioner Joe Brown, Commissioner James White, Commissioner Paul Underwood; Joanna Russell, NWDB; Nikki Fletcher, NWDB Chair

Joanna explained that the purpose of the meeting is to discuss the PY18 contract for Washington County and the need to quickly sole source the contract. The selected service provider needs to be prepared to begin serving Washington County on July 1, 2018.

Joanna explained to the commissioners' that EMDC has a history of working in Washington County and has established partnerships in economic and workforce development. EMDC has provided services in multiple counties which affords them the ability to add Washington County to their menu. Joanna sent the commissioners' a list of bullet points highlighting the programs/activities provided in Washington County and the total estimated funding available for Washington County.

Commissioner Davis brought up the 70/30 allocation requirement and how it will be challenging for the service provider to provide services with that breakdown.

Joe Brown asked for clarity on what "sole source" meant and what Joanna's intentions were with sole sourcing services to Washington County. She explained that EMDC is already providing the type of services needed in Washington and therefore would like the commissioners' and Nikki Fletcher, Board Chair, to have a conversation sole sourcing the PY18 contract for Washington County. Discussion occurred and **Commissioner Brown motioned** to sole source the Washington County PY18 contract to Eastern Maine Development Corporation. **Commissioner Davis seconded the motion. Motion unanimously passed.**

Respectfully submitted by Lorraine Klutzaritz