

Mass Workforce Issuance

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Policy

Information

To: Chief Elected Officials
Workforce Development Board Chairs
Workforce Development Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers

cc: WIOA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: January 18, 2017

Subject: **Competitive Selection of One-Stop Operators**

Purpose: To notify Local Workforce Development Boards, One-Stop Career Center Operators and other local workforce partners of the Department of Labor (DOL) Employment and Training Administration (ETA) Training and Employment Guidance Letter ([TEGL No. 15-16](#), (*Competitive Selection of One-Stop Operators*)) to provide information of the requirements to designate or certify one-stop operators through a competitive process as set forth in sec. 121(d)(2)(A) of the Workforce Innovation and Opportunity Act (WIOA).

Background: WIOA and its implementing regulations require Local Workforce Development Boards (Local WDBs) to use a competitive process for the selection of the one-stop operator for the system, and to support continuous improvements through the evaluation of one-stop operator performance and the re-competition of operators every four years. Competition is intended to promote the efficiency and effectiveness of one-stop operators by providing a mechanism for Local WDBs to regularly examine performance and costs against original expectations. As of July 1, 2017, all existing and new one-stop operators must have been selected using a competitive process.

This TEGL provides information, references and resources pertaining to:

- One-Stop Operator Eligible Entities
- One-Stop Operator Roles and Prohibited Functions
- Uniform Guidance – Procurement Standards
- Formal Competitive Procurement Process

- Essential Contract Elements
- Avoiding Conflicts of Interest
- Additional Mechanisms to Provide for a Full and Open Competition
- Monitoring of One-Stop Operators

Action

Requested: Please share with managers, staff and partners as appropriate.