



Commission Coordinating Council Meeting

Monday March 11, 2024

12:30 p.m. to 1:00 a.m.

[Join Teams Meeting](#)

Call in (audio only)

[+1 786-600-3104](tel:+17866003104)

Phone Conference ID: 587 972 845#

Agenda

- I. Call to order - Robin Dawson, CFAO, CareerSource Suncoast

- II. Motion to approve the following Board Member Nominations:
 - Sarah Tar is the Vice President, Business Connect Advisor for Truist Bank. Ms. Tar has specialized training in organizational leadership and business management. She has eighteen years of experience in the financial industry sector and has been partnering with CareerSource Suncoast for the past five years.

Sarah Tar will be filling a vacant business sector seat on the Board of Directors.

 - Mark Viggiano is the Training Coordinator for the Local 123 Plumbers and Pipefitters Union and apprenticeship program. Mark is a graduate of the apprenticeship program he is representing. He has been working for the apprenticeship program for four years and has represented the Local 123 in Tallahassee during legislative sessions.

Mark Viggiano will be filling a mandatory seat representing a joint labor management organization on the Board of Directors

- III. Motion to approve CSS pursuing contract negotiations with TClark Workforce Solutions, LLC for One-Stop Operator and Education and Industry Consortium Management services.

- IV. Meeting Adjourned

CAREERSOURCE SUNCOAST
One-Stop Operator and Education & Industry Consortium Management
Commission Coordinating Council Summary
March 11, 2024

Background Information:

As described in the Workforce Innovation and Opportunity Act (WIOA), one-stop operators must be selected under a competitive process at least once every four years.

CareerSource Suncoast (CSS) released RFP #2023-01 on January 12, 2024 to solicit One-Stop Operator (OSO) and Education and Industry Consortium (EIC) management services for a one-year term to begin July 1, 2024, with the option to negotiate annual contracts for three (3) additional years to end June 30, 2028.

Request for Proposal Review:

The review committee included CSS staff: James Disbro, Anthony Gagliano, Kathy Bouchard, Josh Matlock, Robin Dawson, and Christina Witt. The committee met on February 29, 2024 to review the submissions received in response to the Request for Proposal #2023-01 for One-Stop Operator Services and Educational and Industry Consortium Management. The review committee evaluated the proposals to develop a recommendation to the Board to procure One-Stop Operator and Education and Industry Consortium management.

The Review Committee received the following materials:

1. Procedures and Rules
2. Non-Conflict of Interest Statement- signed prior to review.
3. Proposal Evaluation / Rating Sheet;
4. Original RFP,
5. Copy of two (2) responsive proposals received for review.:
 - a. Koester Consulting Group dba Invigorate Nexus
 - b. Tclark Workforce Solutions

Review Process:

- I. Identify responsive proposal to be reviewed:
 - ✓ Koester Consulting Group, dba Invigorate Nexus
 - ✓ Tclark Workforce Solutions, LLC.
- II. Discuss Review Packet:
 - ✓ Complete Non-Conflict of Interest Statement
 - ✓ Review Procedures and Rules
 - ✓ Review RFP purpose and content
 - ✓ Review Proposal Evaluation / Rating Sheet
- III. Begin Evaluation and Rating Process:
 - ✓ Review proposals and discuss as appropriate
 - ✓ Complete Rating Sheet for each proposal
 - ✓ Compile Rankings & Summary of Results
- IV. Develop Recommendation for Commission Coordinating Council and Board of Directors

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The summary of each proposers' ranking and points (max points 600):

Proposer	Total Ranking	Total Points
Tclark Workforce Solutions, LLC.	1	555
Koester Consulting Group, dba Invigorate Nexus	2	519

Recommendation:

The review committee recommends pursuing contract negotiations with Tclark Workforce Solutions, LLC for One-Stop Operator and Education and Industry Consortium Management services.

Respectfully Submitted,

Robin Dawson
Chief Financial and Administrative Officer