

EASTERN WASHINGTON PARTNERSHIP

WORKFORCE DEVELOPMENT COUNCIL

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WDA Policy #: 109
Effective Date: 7/1/00
Revision Date: 7/1/2015

SUBJECT PROCUREMENT

PURPOSE

This policy is enacted by Workforce Development Council (WDC) for the procurement of services and service providers to ensure that services are obtained in an efficient and effective manner in compliance with applicable Federal and State laws and regulations (20 CFR 200.318; and the Workforce Innovation and Opportunity Act Section 184(a)(3)(B)).

POLICY

1. This policy is applicable to the procurement of goods and services obtained through funds provided under WIOA. The WDC will adhere to the principles set forth in the applicable section of the laws and regulations related to selection of One-Stop Operators, awarding of contracts under WIOA Title I Adult and Dislocated Worker funding provisions, and awarding of contracts for Youth Service provision under Title 1.
2. Procurement standards shall ensure fiscal accountability and prevent waste, fraud, and abuse in WIOA programs.
3. The WDC shall follow the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC) for procurement provided no conflict with WIOA Law and regulations exists. (RCW 39.26 for personal services, RCW 53.19 for purchased services and RCW 39.34 for interagency agreements.)
4. The WDC has established procurement policies and procedures in accordance with applicable state and local laws, rules, and regulations, in no conflict with WIOA. The local plan includes a description of the competitive process used to award grants and contracts for activities under Subtitle I of WIOA (2 CFR, Part 200.318), including the process used to procure training services that are made as exceptions to the Individual Training Account process (20 CFR 680.320).
5. One-Stop Operators will be designated or certified through a competitive process established by the WDC per WIOA Section 121 (d)(2)(A).

6. Contracts to provide career services, as part of those specified in the Memorandum of Understanding/Resource Sharing Agreement between partners and the WDC, should such contracts be necessary, shall be awarded on a competitive basis, or awarded to a designated One-Stop Operator, or members of the consortium. OMB Circular 2 CFR, 200.323 will be used to determine the costs of such contracts and shall be used in procuring contracts for the delivery of services from non-profit organizations.
7. WIOA training services for adult and dislocated workers shall be financed and provided through the use of Individual Training Account (ITA) vouchers except under the three conditions described in proposed 2 CFR, Part 200.320. The WDC shall only provide training services under if it is granted a waiver from the Governor and it meets the requirements WIOA Section 107(g)(1)(B).
8. From funds allocated under WIOA Section 128(b) to the WDA, the WDC shall identify eligible providers of youth activities and shall award contracts on a competitive basis, based on the recommendations of the youth committee and on the criteria contained in the state plan, to the providers to carry out the activities, and shall conduct oversight with respect to the providers in the local area (WIOA Section 123).
9. The WDC establishes that no funds available under WIOA Title 1- shall be used for employment generating activities, economic development activities, investment in revolving loan funds, capitalization of businesses, investment in contract bidding resource centers, and similar activities that are not directly related to training for eligible individuals under this title. No funds available under Subtitle B shall be used for foreign travel (WIOA Section 181(e)).
10. In consideration of 20 CFR 661.310 in the Workforce Investment Act (which will likely be similar in WIOA) which restricts the provision of career services by the WDC and by the staff to the WDC, neither the council nor its staff shall provide those services except in response to a competitive RFP process. Should the council or its staff wish to become a One-Stop Operator, they shall obtain state approval. Youth services, as described in paragraph 8 above, shall be competitively procured. If the council or its staff wish to provide any of the above WIOA Title I services, a "firewall" shall be in place sufficient to avoid both the actual and the appearance of a conflict of interest.