

GREAT LAKES BAY MICHIGAN WORKS!
Executive Committee Minutes
August 26, 2019

EXECUTIVE COMMITTEE
MEMBERS PRESENT

Jennifer Hayes
Brian McBride
Brian Sheets
Dan Wortman
Vaughn Begick
Margaret McAvoy
Scott Noesen
Carl E. Ruth

EXECUTIVE COMMITTEE
MEMBERS ABSENT

OTHER BOARD MEMBERS PRESENT

Jan Bunting

MWA STAFF

Chris Rishko
Sarah Walker
Ray Ogden
Amy Pringle
Craig Clark
Sheril Tarrant
Lisa Kleekamp

GUESTS

Georges Wright – SVRC
Amy Ames – DCCS

Kim Onstott – GIRESD

ITEM #1: CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Co-Chair Ruth called the Executive Committee Meeting to order Monday, August 26, 2019 at 3:30 p.m. The meeting was held at the Midland Service Center, McQuaid Room, at 1409 Washington Street, Midland, MI 48640.

ITEM #2: ROLL CALL

The above members were present and a quorum was met.

ITEM #3: APPROVAL OF AGENDA

Co-Chair Ruth presented the Agenda to the Executive Committee. There were no amendments to the Agenda.

Sheets motioned and Hayes supported:

To approve the Agenda as presented to the Executive Committee.

Approved by voice vote.

ITEM #4: INTRODUCTIONS

All Board Members introduced themselves.

ITEM #5: AUDIENCE FOR THE PUBLIC

The audience members introduced themselves.

Minutes Approved

ITEM #6: CORRECTING AND APPROVING THE MINUTES

- A. Minutes from the June 24, 2019 Joint Board of Directors Meeting.

Begick motioned and Sheets supported:

To approve the Minutes as presented to the Executive Committee.

The motion was approved by voice vote.

ITEM #7: CONSENT AGENDA

None

ITEM #8: DISCUSSION/ACTION/RECOMMENDATIONS

- A. Report Items:

None

- B. Action Items: (presentation made part of these Minutes)

- a. Approval of the Gratiot County Service Center Request for Proposal

CEO Rishko and CAO Ogden explained the RFP process and our findings of our sole bidder, GIRESD.

Sheets motioned and McAvoy supported:

To approve GIRESD as the Gratiot County Service Center provider

The motion passed by voice vote.

- b. Approval of the Youth Programming RFP for Gratiot/Isabella Counties

CEO Rishko and CAO Ogden explained the RFP process and our findings of Institute of Excellence and Education, the sole bidder.

Noesen motioned and Wortman supported:

To approve IEE as the contractor for Youth Programming in Gratiot/Isabella Counties, with the following caveats:

- Reduction of proposed budget (cost/participant - < / = \$2400)
- Proof of assets/insurance/non-federal funds in an amount sufficient to cover any disallowed cost(s)
- Most recent audited financial statements
- Agreement to administer JMG Curriculum

The motion passed by voice vote.

C. Discussion Items:

None

ITEM #9: ADJOURNMENT

Sheets motioned and Ruth supported:

To adjourn the Executive Committee meeting.

The motion passed by voice vote.

Co-Chair Ruth adjourned the Executive Committee meeting at 3:58 p.m.



Christopher Rishko, CEO

8.28.19

Date





GLBMW 2019/2020 GRATIOT ONE STOP RFP SCORES

INTRODUCTION

RFP Let on May 19, 2019. Bidder's conference held May 24, 2019. RFP's due from bidders June 24, 2019

Public notice was sent to contacts on GBLMW's vendor list, to the Saginaw, Midland, Bay, Gratiot and Isabella newspapers and directly to current GBLMW landlords.

A total of 100 points was possible. Non-price scoring categories of 2 to 4 points each = up to 70 points, price category = up to 30 points.

				GRATIOT COUNTY ONE STOP							
					GIRESD						
Scorer	#1				91						
Scorer	#2				95						
Scorer	#3				95						
TOTAL					281						

Gratford-Isabella Regional Education Services District was the sole bidder. Proposed monthly rent is \$10,021.67 and includes utilities, maintenance, janitorial, trash removal, mowing and snow removal, all inclusive. Proposed yearly renewal rate is the % Increase In Consumer Price Index or 3%, whichever is lower.

GLBMW Admn. Requests approval of procurement procedure and authority to negotiate a rental agreement with GIRESD.



Gratiot County 1-Stop RFP

Dates:

RFP Released: May 19, 2019

Bidder's Conference: May 24, 2019

RFP's Due June 24, 2019

Sole Bidder:

Gratiot-Isabella Regional Education
Services District (GIRESD)

Proposal:

Monthly Rent: \$10,021.67 (incl utilities, maintenance, janitorial, trash removal, moving, and snow removal).

Yearly Renewal Rate: % increase of CPI or 3%, whichever is lower.



Gratiot County 1-Stop RFP

<u>Monthly Cost (/sq. ft.)-Rent</u>		<u>Monthly Cost (/sq. ft.)-Total</u>	
327 E. Center St Alma	\$.67	327 E. Center St, Alma	\$1.16
1520 Wright Ave, Alma	\$.67	4061 N Euclid Ave, Bay City	\$1.57
7320 Alger, Alma	\$.83		



Gratiot County 1-Stop RFP

GLBMW! Request: Board approval of procurement procedure and authority to negotiate rental agreement with Gratiot-Isabella RESD for 327 E. Center St, Alma MI



Gratiot Isabella In School Youth (ISY) RFP



GRATIOT/ISABELLA 2019-2020 WIOA YOUTH IN SCHOOL SERVICE PROVIDER RFP SCORES

RFP Let on June 30, 2019. Bidder's conference held July 10, 2019. RFP's due from bidders August 5, 2019

Public notice was sent to contacts on GLBMW's vendor list, to the Saginaw, Midland, Bay, Gratiot and Isabella newspapers and directly to current GLBMW contracted service providers.

A scoring range of -50 to +100 points was possible. Non-price scoring categories ranged from -40 to +70 total points, price category = -10 to +30 points.

		GRATIOT/ISABELLA ISY									
							IEE				
WIOA Youth In School											
Scorer	#1						63				
Scorer	#2						57				
Scorer	#3						51				
Scorer	#4						50				
Scorer	#5						60				
Total Score							286				
WIOA Youth Out of School		xXx	xXx	xXx	xXx	xXx	xXx	xXx	xXx	xXx	xXx

*GLBMW staff recommendation: To authorize GLBMW, pending successful negotiation, to enter into a WIOA Youth In-School contract with The Institute for Excellence In Education (IEE) for In School Youth services in Gratiot/Isabella counties.



WIOA Youth In-School Scoring Parameters

RFP Question:

- #1- Bidder is asked to describe the proposing agency's (and any proposed subcontractor's) general experience and history as an organization, and its experience working with in-school youth and dropout prevention programs and to implement JAG.
- | | | | |
|-------------------|---------|-------------|-----|
| Points Possible - | 0 to 20 | IEE
16.6 | 83% |
|-------------------|---------|-------------|-----|
- #2- Bidder is asked to describe the program assuming it does not receive WIOA In-School funding. Bidder is asked to include descriptions of eligibility criteria, numbers served, successes, and challenges.
- | | | | |
|------------------|---------|------------|-----|
| Points Possible- | 0 to 10 | IEE
7.4 | 74% |
|------------------|---------|------------|-----|
- #3- Bidder is asked to describe the need for additional funds for drop out prevention strategies.
- | | | | |
|------------------|---------|------------|-----|
| Points Possible- | 0 to 10 | IEE
7.2 | 72% |
|------------------|---------|------------|-----|
- #4- Bidder is asked how the program will change with the inclusion of requested WIOA In-School funds including the number of WIOA registered youth to receive services, and the types of services received. Describe which of the 14 WIOA Youth program components will be provided, and how they will be provided. Describe which of the 14 components will not be provided. Describe the programs likelihood of satisfying WIOA performance measures.
- | | | | |
|------------------|---------|-----------|-----|
| Points Possible- | 0 to 25 | IEE
19 | 76% |
|------------------|---------|-----------|-----|



- #5- Bidder is asked to describe the proposing agency's ability to determine and document WIOA eligibility. Specific WIOA requirements that shall be provided by the successful bidder include, but are not limited to, WIOA registration, objective assessment, Individual Service Strategy development, participant file maintenance, and Management Information System data entry.
- | | | | |
|------------------|----------|------------|-----|
| Points Possible- | -40 to 5 | IEE
1.6 | 90% |
|------------------|----------|------------|-----|
- #6- Bidder is asked to propose a October 1, 2019 to September 30, 2020 budget to support the request for WIOA In-School funds.
- | | | | |
|------------------|-----------|------------|-----|
| Points Possible- | -10 to 30 | IEE
5.4 | 39% |
|------------------|-----------|------------|-----|
- | | | | |
|--------------------|------------|------|-----|
| Total Point Range- | -50 to 100 | 57.2 | 71% |
|--------------------|------------|------|-----|

Bid high scores= General/JAG History and Ability to Document WIOA Eligibility

Bid Low Score= Budget

*Bidder May have misunderstood RFP format: IEE bid WIOA budget as 100% of IEE operating budget, Admn. Support >20% (bid at 22%)

**Cost per participant = \$4,730.44 (\$118,261.00/25 proposed participants for 1st PY). Current ISY cost per participant about \$2,400.00

***About 82% of bid budget = personnel cost for 1.5 FTE (\$97,001/\$118,261). Per GLBMW Admn. staff, IEE can perform duties listed in RFP with less staff, especially for only 25 participants.

****Items to be required of IEE if approved for contract negotiations: proof of assets/insurance/non-federal funds in an amount sufficient to cover any disallowed cost that may occur in the performance of the contract, most recent audited financial statements, reduction of proposed budget or increase of number of participants served to bring cost per participant closer to \$2,400.00/participant, IEE must agree to administer JMG curriculum

*****If approved, this contract will end 9/30/20 with option to renew for 3 years. At that time, board can extend, re-bid or cancel ISY in Gratiot Isabella all together.



Gratiot Isabella In School Youth (ISY)

Dates:

RFP Released: Jun 30, 2019
 Bidder's Conference: Jul 10, 2019
 RFP's Due Aug 5, 2019

Proposal:

\$118,261.00 to implement ISY
 program (JMG) in Gratiot/
 Isabella Counties for 25
 students

Sole Bidder:

The Institute for Excellence in
 Education (IEE)



Gratiot Isabella In School Youth (ISY)

Scoring:

Program Related: 72%-90%
 Budget Related: 39%
 Overall Score: 71%

Cost/participant:

IEE: \$4730 (Proposed)
 BACHS: \$2400 (Current
 Provider)



Gratiot Isabella In School Youth (ISY)

GLBMW! Request: To authorize GLBMW, pending successful negotiation, to enter into a WIOA Youth In-School contract with The Institute for Excellence in Education (IEE) for In School Youth services in Gratiot/Isabella counties.

*If approved, this contract will end 9/30/20 with option to renew for 3 years. At that time, board can extend, re-bid or cancel ISY in Gratiot Isabella all together.



Gratiot Isabella In School Youth (ISY)

Items Required for Successful Negotiation:

- Reduction of proposed budget (cost/participant <\$2400)
 - Reduced Staff
 - More participants served
- Proof of assets/insurance/non-federal funds in an amount sufficient to cover any disallowed cost(s)
- Most recent audited financial statements
- Agreement to administer JMG Curriculum