

Integrated Workforce Information System

Systems Requirement Contractor Bidders Webinar

September 26, 2012



CHICAGO COOK
WORKFORCE PARTNERSHIP

Who is the Chicago Cook Workforce Partnership?

- 501(c)3 nonprofit launched in July 2012
- Combines 4 agencies that made up Chicago & Cook County's public workforce system
- Mission: To improve services, reduce costs and support job creation and economic development across the Cook County workforce system. In addition, The Partnership creates and supports innovative programs that allow for region-wide implementation of best practices and coordinated engagement with the region's business community in order to meet the workforce needs of employers.
- Staffs the Workforce Investment Board



The Chicago Cook Workforce Partnership was awarded a \$3 million Workforce Innovation Fund grant

Project:

Design, implement and test an integrated workforce information system (IWIS) that contains comprehensive and useful program- and client-specific measures that will support varied reporting capabilities and provide the information necessary to adequately serve the needs of the program clients

Purpose:

Reduce the challenges of duplicative data entry, enhance the information available for organizational management, and provide funders with a more realistic view of the services provided that lead to positive final outcomes

Goal:

Improve credential attainment, employment and earnings results for client customers by using data-based decision making to improve the assessment of client skills and barriers, leading to improved referral of clients to services, training opportunities and job openings



Integrated Workforce Information System (IWIS)

- Interface with other data management systems
- Allow better tracking and analysis of data on all program participants regardless of funding stream
- Allow analysis of all client services, interim participant achievements and progress
- Provide programs the ability to assess process measures for self-assessment
- Improve the methods and content of what programs report to funders, including being flexible to account for different participants and program types



Aptitude, Interest, and Demand (AID) intake model

- Establish common assessment tools and benchmarks
- Help assess job seeker's capacity to perform high demand/high growth work
- Create an inventory of client certifications
- Allow for better evaluation of workforce barriers
- Provide for dual assessment of applicant's interest in target industries and motivation for conducting job search activities



Providers & funders want a system that...

- Creates a culture of data sharing & openness
- Accommodates nuances of different populations with different needs
- Acknowledges interim progress, including some intangibles
- Creates definitional consistency & alignment
- Allows data mining for learning & improvement
- Provides tools for managing workflow
- Allows longitudinal tracking
- Reduces duplicative data entry into multiple systems
- Illustrates impact to system stakeholders and the public



Some systems requirements to be developed...

- Common definitions across public agencies and funding streams
- Data elements required for reporting compliance across funding streams
- Services to be tracked
- Interim participant achievement measures
- Impact and outcomes measures
- Necessary demographic data
- Participant and program types
- Intake & assessment data
- Data sharing interface (upload/download) requirements
- Provider self-assessment data and measures
- User interface
- User training needs



Systems Requirement Contractor Scope

1. Engage stakeholders to build consensus on goals, functionality and measures of the IWIS
2. Determine critical data elements and technical requirements of each system that IWIS will interface with
3. Develop a systems requirements Overview & Scope and Systems Development Contractor RFP
4. Project management of system development & pilot testing
5. Develop an IWIS sustainability plan
6. Participate in project evaluation



Timeline

| | |
|--|--------------------------|
| Systems Requirement Contractor selected | December 2012 |
| Stakeholder engagement, data sharing commitments secured, systems requirement plan development | December 2012- June 2013 |
| Issue RFP for Systems Development Contractor | July 2013 |
| Select Systems Development Contractor | September 2013 |
| Project Management of IWIS Development | September 2013-Dec 2014 |
| Sustainability Planning | January-June 2015 |



Deliverables

- Detailed work plan for developing the Systems Requirement Overview and Scope
- Systems Requirements Overview and Scope to present to Leadership Team
- Systems Development Contractor scope and list of potential bidders for the Request for Proposals
- Comparison model of proposed database platforms
- Updates to the Systems Requirements, based on the IWIS development and pilot testing phase
- Sustainability plan for the IWIS



A leadership team will oversee progress

WIF leadership team:

- Lloyd A. Fry Foundation
- Joyce Foundation
- McCormick Foundation
- Polk Bros. Foundation

State level partners:

- Illinois Department of Commerce and Economic Opportunity (DCEO)
- Illinois Department of Employment Security (IDES)
- Illinois Department of Human Services (IDHS)



RFQ Process - Eligibility

- Competitive process open to all organizations
- Agencies may respond to both this SRC & the Evaluation RFQs, but cannot be selected for both.
- Systems Requirements Contractor is ineligible to bid on Systems Development RFP
- Subcontracts, collaborations and/or partnerships are allowed.
- Respondents must be in good standing with the City of Chicago, Cook County, the State of Illinois & the Federal government



RFQ Process – Submission Requirements

- Required Submittals:
 - Form A-Agency Information Form
 - Responses to questions on page 5 of the RFQ (4-5 pages max)
 - Firm and key staff resumes (attachments)
 - All documents must be submitted in pdf, MS Word or MS Excel formats
- Form B – Vendor Application not required, but ensures inclusion on future RFPs



RFQ Process – Submission Deadline

- Submission Deadline:
 - Friday, October 5, 2012**
 - 4:00pm Central Time**
 - Email to: WIFRFP@workforceboard.org
 - All docs in pdf, MS Word or MS Excel
- Notification:
 - Agencies notified on or about October 22, 2012 about submittal of full proposal
 - If selected, agency will receive a RFP that will be due on November 5, 2012.



RFQ Process – Evaluation Scoring

- Total max 50 points:
 - Programmatic Experience – max 17 points (Questions 1 & 2 & firm resume)
 - Technological Experience – max 17 points (Questions 1, 3 & 4 & firm resume)
 - Staffing – max 13 points (Question 5 & staff resumes)
 - Proposal Quality – max 3 points – prepared according to instructions; clearly & concisely responds to each question



Questions?

This presentation and today's questions & responses will be posted on the RFP page of website by Sept 28th.

Additional questions may be emailed to WIFRFP@workforceboard.org by **5:00pm Central Time on Oct. 2, 2012**. Additional questions and responses will be posted on the RFP page website by Oct. 3rd.