

Workforce Development Board of Northwest Georgia
Proposal Review Committee
July 12, 2017
Georgia Northwestern Technical College
Calhoun, Georgia

Summary

Members Present	Members Absent	Staff and Guest
Robert Martin	Mike Murphy	Brandi Dover
Mike Schwaderer		Susan Gentry
		Lesia Lambert
		Deana Perry

Mike Schwaderer called the meeting to order. Robert Martin made a motion to accept the minutes from January 18, 2017. Mr. Schwaderer noted that there was no other to make a second, other than himself, and therefore seconded the motion. Motion carried unanimously.

Brandi Dover informed those present that Goodwill of North Georgia requested that their Floor Installation program be added to their current 2017-2018 Individual Training Account (ITA) agreement with Northwest Georgia Regional Commission (NWGRC). Their Floor Installation Program is approved on the State ETPL. Since beginning the program, they have had a ninety-two percent (92%) completion rate and a seventy-six percent (76%) employment rate, with an average starting wage of \$10.20 per hour. It is a 226 clock hour course, which runs 8 weeks. The total cost is \$5,000 which includes supplies, fees, and tuition.

The expected outcome of this training program is that each participant will obtain three (3) NWFA degree credits; International Certified Floorcovering Installers (CFI), Certificate of Commercial Carpet Installation Training-I, a General Industry OSHA 10 hour certificate, a certification in CPR and First Aid.

Ms. Dover stated that it was staff's recommendation to approve the program for submittal to the State. Robert Martin made the motion to approve. Mike Schwaderer seconded. Motion carried unanimously.

Ms. Dover presented a request from Faithful Guardian Training Center to be added as a vendor in our area. They are located in Temple, GA. Faithful Guardians is an approved training provider on the State ETPL. The program being considered is Emergency Medical Technician (EMT)/Advanced Emergency Medical Technician (AEMT). This is an eight (8) to ten (10) month

program that covers anatomy and physiology, initial patient survey and triage, airway management, oxygen therapy, and treatment of bleeding, shock, cardiac arrest, fractures, spinal injuries, and other medical emergencies. Additional areas of study include automated external defibrillation, multi-lumen airways, IV access and general pharmacology.

The cost of the EMT/AEMT program is \$3,400 which includes a \$300 non-refundable registration fee. Financial assistance is available through FGTC in the form of installment payment plans. There are additional costs associated with the program which are, but not limited to, the following: Textbooks, Uniform, Insurance, Program Equipment, etc. Ms. Dover stated that staff recommended approving this provider and program. Robert Martin made the motion to approve. Mike Schwaderer seconded. Motion carried unanimously.

Lesia Lambert informed those present that the Northwest Georgia Workforce Development Board submitted a Request for Proposal seeking consultant services through the Workforce Innovation and Opportunity Act (WIOA) High Demand Career Initiative Grant in the amount of \$137,000. The consultant will assist in developing industry-led sector partnerships that creates communication and collaboration between industry, education, business and workforce. In addition, the consultant will assist in developing sector partnership strategies, inventory existing industry and education initiatives and align future industry training needs with the training and education programs in the region.

The following proposals were received and checked for responsiveness.

1. **Georgia Tech Research Corporation**, in the amount of \$136,737 for a Phase I and Phase II Project.
2. **Cameron Brent Shepherd, Charleston, TN**, in the amount of \$137,000 for a Phase I and Phase II Project.

Ms. Lambert stated that the proposal received from Cameron Brent Shepherd, Charleston, TN Proposal was Non-Responsive.

Georgia Tech Research Corporation's proposal was responsive, evaluated, and received a score of 134 (out of a total of 150). The requirement for a proposal to be considered competitive is a minimum score of 120.

Staff recommended approval of the sole source contract with Georgia Tech Research Corporation Consultant RFP in an amount not to exceed \$136,537 for completion of Phase I (September 1, 2017-August 30, 2018) and Phase II (September 1, 2018-April 30, 2019) of the WIOA, High Demand

Career Initiative Grant, contingent on funds received from Georgia Department of Economic Development Workforce Division.

Mr. Martin asked what would have happened if no bid had been received. Ms. Lambert stated that, in the event of a failed procurement, staff would have then needed to secure a provider. Mr. Martin asked why staff could not act as consultant on this project. Ms. Lambert responded that all contracts in amounts exceeded \$20,000 had to be procured, based upon the law. Mr. Schwaderer asked if this contract would need approval again next year. Ms. Lambert stated that the second phase would be presented for approval next year.

Robert Martin made the motion to approve. Mike Schwaderer seconded. Motion carried unanimously.

There being no further business, the meeting adjourned.