



**NEW ORLEANS
WORKFORCE DEVELOPMENT BOARD**

DRAFT

Special NOWDB Full Board
The Windsor Court
300 Gravier – New Orleans, LA
June 25, 2025 | 4:00PM
Meeting Summary

Attendance

Members Present

Allen Square
Chris Bardell
Dottie Belletto
Thelma French
Danielle Garrett
Angelle Hava
Floyd James
Rachel Mackey
Jeffery Martin
Andrew O’Brien, Sr.
Peter Pappas
Rodney Wallis

Members Absent

Gregory Curtis
Melissa Hopson
Mikal Anderson
Charlene Bonck
Desiree Stelly Bordenave
Claire Jecklin
Jerry Repka
Jeffrey Schwartz
Stacey Shepperson
Runiaja Vicksbrown
Arlanda Williams
Allyson Wilson

Staff and Guest

Tyra Johnson Brown
Tammie Washington
Neia Limar
Sabrina Johnson
Karmen McKinley
Lori Boissiere
Torrie Jakes

Board Members who attended the meeting virtually: Gregory Curtis

I. Welcome

4:10pm In the absence of the Chair and Vice-Chair, Secretary Allen Square acknowledged that a quorum had not been met yet and began the meeting by requesting a review of the materials presented for consideration.

Deputy Director/WIOA Program Manager, Tammie Washington, gave a detailed report on the Request For Proposal (RFP) process for the One-Stop Operator/WIOA Service Provider along with the results of the recommendations from the selection committee. She explained that the current operator, Equus Workforce Services, is in the last year of their four-year contract which ends on June 30, 2025. She reminded the board that the RFP was initially released in December 2024. The City of New Orleans (CNO) required Disadvantaged Business Enterprise (DBE) to be included within

the language of the RFP, however, after changes imposed by the new presidential administration, the State of Louisiana mandated that any language related to Diversity, Equity and Inclusion (DEI) be excluded from all federal contracts with workforce funds. As a result, that RFP had to be canceled. After working with the CNO's Law Department, a new RFP was released on May 27, 2025, a pre-submittal conference was held on June 5, 2025, the deadline for submitting questions was June 9, 2025 and, the deadline for submitting a proposal was June 17, 2025. The evaluation selection committee met today, June 25, 2025. The City of New Orleans' Chief Procurement Officer established the RFP Evaluation Committee with relevant subject-matter expertise in reviewing and evaluating responses to the RFP. The committee included five individuals consisting of:

- The Chief Administrative Officer, or his designee;
- The Chief Financial Officer, or his designee;
- The manager of the User Entity requesting the service, or his designee;
- The employee who will manage and monitor the contract; and
- A professional from within local government who possesses expertise in the relevant field.

Mrs. Washington continued by explaining the criteria that is rated on an RFP:

- 20 points – Specialized Experience and Technical Competence
- 20 points – Demonstrated Performance History and Ability to Meet Goals
- 40 points – Quality of Program Design
- 20 points – Price Proposal

Through that process, The City of New Orleans received six (6) proposals for this RFP solicitation.

Respondents	Amount Requested	Total Composite Score	Rank
Bizzell US	\$3,742,557.29	325	4
Career Team, LLC	\$3,800,000.00	372	2
Equus Workforce Solutions	\$3,800,000.00	446	1
KRA Corporation	\$3,800,000.00	339	3
NOLA Workforce Management Group (Models for Success, LLC and Castle of Dreams, LLC)	\$3,803,418.36	312	5
ValSeth Enterprises	\$1,745,264.00	210	6

RFP Evaluation Committee's Recommendation

Based on the total composite scores, the City of New Orleans' Review Committee for RFP No. 4417 is recommending Equus Workforce Solutions as the selected bidder for the One-Stop Operator and Service Provider.

This RFP is seeking an organization with specialized experience, demonstrated performance history, and the best quality program design. Equus Workforce Solutions received the highest overall composite score and provided a proposal that best meets the needs requested in the RFP solicitation. The overall composite scores include the total of each Committee Member's ratings of the

organization's specialized experience and technical competence, the demonstrated performance history, quality of program design, and price.

Due to the nature of the services requested, the RFP provided the funding allocation for program year 2024 (July 1, 2024 – June 30, 2025) to assist vendors with developing a Price Proposal that aligned with the service needs. The Price Proposals were reviewed for cost effectiveness and cost reasonableness of the proposed budget line-items to obtain the program's vision, priorities, and performance goals. The contract value for this RFP solicitation will be based on the federal Workforce Innovation and Opportunity Act (WIOA) funding received by the City of New Orleans for Program Year 2025 (July 1, 2025 – June 30, 2026).

A healthy discussion was held regarding the City of New Orleans Review Committee's recommendation for RFP 4417 and all board members in attendance were in support of the Review Committee's recommendation of Equus Workforce Solutions as the selected bidder for RFP 4417 One-Stop Operator/Service Provider. A quorum was not present to take official action. The board recommended to pass this item to the Executive Committee for immediate approval with the expectation that at the next meeting of the full board, a quorum will be established, at which time the approval can be ratified. In section 6.2.1.3 of the New Orleans Workforce Development Board's Bylaws - "Executive Committee Powers". The Executive Committee may exercise the powers of the full NOLA-LWDB12 when timely action is necessary to ensure the best interest of the NOLA-LWDB12, its program and services". Members of the Executive Committee made plans to hold an emergency session on either Thursday, June 26th or Friday, June 27th.

Board member, Thelma French asked for clarification related to an emergency interim contract during the transition process. She asked for confirmation that any funds expended by the current operator, Equus, would be reimbursed during the contract waiting period. Director Brown advised that she would confirm the information with the appropriate City personnel but gave her certainty that the CNO would honor a cost reimbursement agreement.

II. Public Comments

There were no comments from the public.

III. Open Discussion

Meeting ended at 4:48pm.