

2013 CONSORTIUM PROJECTS

Purpose: To provide funds for multi-state consortia for Information Technology (IT) Modernization projects, implementation of other integrity-related tools and staff training activities. The technology tools developed should use open source components to the extent feasible, be transferable, and be available to be shared by multiple state workforce agencies without the need to significantly customize the system, and/or be hosted in one state, which will provide automated services to other states. The goal is for multiple states to share common systems/tools that accommodate each state's individual needs.

Consortium proposals must leverage and build on products developed by the existing consortia or recently modernized UI systems that are mature and stabilized. For more information on existing consortia activities, please contact Mr. Subri Raman at raman.subri@dol.gov.

Additionally, each project planned by the consortia must specifically address the following requirements:

- Data outputs that meets UI Required Reporting requirements as referenced in ETA Handbook No. 401;
- UI Data Validation requirements as referenced in ETA Handbook No. 361;
- System interfaces with the Interstate Connection (ICON) network applications;
- System interfaces with the State Information Data Exchange System (SIDES);
- Comply with appropriate assurances as referenced in ETA Handbook No. 336, Chapter VII, including the requirements for Contingency Planning and Automated Information Systems Security;
- Comply with any data exchange standards as promulgated by the Department to the extent applicable and feasible; and
- If the project includes an integrated UI Tax system, must provide for the continued reporting of wage records, monthly employment, and any other factors required under the Quarterly Census of Employment and Wages (QCEW) program.

As stated in Section 7 of this UIPL, all required elements for the consortium's planned approach must be included in the consortium agreement that all participating states must sign.

Any new consortium of states must jointly establish a Project Team to develop a planned approach for the project. The consortium must be administered by a Project Team consisting of the Project Lead from each of the participating states. One state will be selected as the lead state. Each state must provide project staff (program and technical) to work with the Project Team. The Project Team will carry out the work of the consortium based on the direction of the Steering Committee. The Project Team will work with the other state consortium staff and contractor staff, as necessary, to provide information that the contractor needs to develop and plan an approach to implement to the proposed project design. The Project Team must seek input from and provide feedback to other interested state staff as well as to regional and national office staff. The Project Team will be responsible for providing input for and reviewing the Request for Proposal(s) (RFP) for any contract(s) and participating in or providing input on the

vendor selection, helping to define appropriate activities for the contractor(s), and providing UI program and technical experts to support the feasibility study.

The project development as well as the implementation planning process may require the assistance of one or more contractors. One state must be willing to act as the lead contracting party for the consortium for a given contract. The lead state will be responsible for developing and awarding a contract with the support and participation of the other participating states.

Examples of the lead state responsibilities:

- Coordinate all activities related to the project with the other participating states.
- Develop and provide to ETA a detailed project management plan no later than December 1, 2013.
- Develop, in consultation with participating states, an RFP.
- Host the selected contractor on-site, provide staff for the Project Team, and respond to requests for information.
- Develop system(s), share products, and provide technical assistance, as appropriate, working together with other members of the consortium upon completion of the project.

Examples of the participating state responsibilities:

- Assist with development of the RFP.
- Attend meetings/conferences with lead states and other participating states.
- Host contractor on-site and provide staff to respond to specific requests for information.
- Assist in developing/presenting deliverables for the project.
- Provide staffing for the Project Team.