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**SACRAMENTOWORKS**

**SPECIAL MEETING OF THE  
SACRAMENTO WORKS, INC. BOARD**

**DATE:** Thursday, February 18, 2021

**TIME:** 8:00 a.m.

**LOCATION:**

<https://us02web.zoom.us/j/82504017024?pwd=a0daTGRBRnZ0RD1M3U0cEd6YUVOU09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Sacramento Works, Inc. Board is conducting this Special meeting on Zoom at Meeting ID: 825 0401 7024; Passcode: 260448. This meeting will be closed captioned. Members of the public may join the meeting by clicking the link above or typing the following meeting address into their web browser:

<https://us02web.zoom.us/j/82504017024?pwd=a0daTGRBRnZ0RD1M3U0cEd6YUVOU09> or listen to the meeting by dialing any of the following telephone numbers: One tap mobile +16699006833,,82504017024# US (San Jose). Dial by your location +1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/u/kbKjMp0uoR>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Nancy.Hogan@seta.net](mailto:Nancy.Hogan@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Nancy Hogan at (916) 263-3827, or [Nancy.Hogan@seta.net](mailto:Nancy.Hogan@seta.net). Please include in your request which item you would like to participate on. Additionally, during the meeting, any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Sacramento Works members, and included in the record.

Closed captioning will be available. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: [www.seta.net](http://www.seta.net)

**A G E N D A**

- I. Call to Order/Roll Call**
- II. Action/Discussion Item**
  - A. Approval of Sole Source Finding for Selection of One-Stop Operator and Forward to the SETA Governing Board with Request for Agreement (Legal Counsel)
- III. Adjournment**

**DISTRIBUTION DATE: THURSDAY, FEBRUARY 11, 2021**

ITEM II- A - ACTION

APPROVAL OF SOLE SOURCE FINDING FOR SELECTION OF ONE-STOP  
OPERATOR AND FORWARD TO THE SETA GOVERNING BOARD WITH  
REQUEST FOR AGREEMENT

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) and the regulations implementing the Act require the Workforce Development Board (WDB), in concurrence with the Governing Board, to select a One Stop Operator to operate the “America’s Job Center of California” system as the mechanism for delivering WIOA services within the Sacramento Workforce Development Area.

The regulations require this selection process be performed by a competitive procurement process.

At your January 27, 2021 Board meeting you approved the recommendation of the Executive Committee to award the procurement to SETA. Your approval did not include a sole source finding. On review it was determined that it should have included such a finding. To cure this Legal Counsel proposes to read the following sole source finding into the record:

The Board finds that, after solicitation of a number of sources and public advertising of the opportunity to submit proposals, competition has been deemed inadequate after issuance of the RFQ. While two organizations expressed interest in submitting proposals to serve as the One Stop Operator, SETA was the only organization that submitted a proposal. Consistent with Federal WIOA Regulations and the OMB Uniform Guidance (2 CFR 200.320), non-competitive procurement is appropriate under these circumstances.

RECOMMENDATION:

Adopt Legal Counsel’s sole source finding for the selection of SETA as the One-Stop Operator then forward the matter to the SETA Governing Board with a request for its agreement.