ITEM - ACTION

APPROVAL OF AGREEMENT WITH CALIFORNIA HUMAN DEVELOPMENT TO
PROVIDE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA),
SACRAMENTO WORKS JOB CENTER SERVICES FOR THE GALT AREA

BACKGROUND:

Since 1998, SETA has operated a Sacramento Works Job Center (SWJC) in Galt
located at 1000 C Street. The current lease status is a month-to-month tenancy, and
due to decreased WIOA funding, SETA does not wish to enter into a new long term
lease agreement.

On March 1, 2018 the Governing Board approved the release of a Request for
Proposals (RFP) for Program Years (PY) 2018-2020, soliciting responses from
organizations interested in operating a Sacramento Works Job Center in the Galt area.
SETA received one responsive proposal prior to the April 26, 2018 RFP deadline,
submitted by California Human Development (CHD).

SETA's procurement policies authorize the agency to procure services without
competition in certain circumstances, including when, after solicitation of a number of
sources, competition is determined to be inadequate. Notwithstanding the release and
circulation of the RFP, CHD submitted the only response.

The proposal was evaluated and scored by a team comprised of program, fiscal and
contracts staff, and staff is recommending proceeding with noncompetitive procurement
and negotiating an agreement with CHD in the amount of $225,000 (career services-
$200,000; scholarships-$25,000) for PY2018-2019 to provide basic career services to
435 customers, and individualized/training services to 52 customers.

SETA will continue to outstation one or more staff at the Galt Job Center.

Staff will be available to answer questions.

RECOMMENDATION:

1. Find that, after solicitation of a number of sources, competition has been deemed
   inadequate and, consistent with SETA's Procurement Policies and Federal
   Regulations, noncompetitive procurement is appropriate.
2. Authorize staff to negotiate an agreement with CHD in the amount of $225,000 to
   provide WIOA Sacramento Works Job Center services in the Galt area for PY2018-
   2019.