

## WIB BOARD MEMBERS

**LARRY BOOTH**  
Frank M. Booth, Inc.

**LESLIE BOTOS**  
Blood Source

**BRIAN BROADWAY**  
Sacramento Job Corps

**BILL CAMP**  
Sacramento Central Labor Council

**COREENA CONLEY**  
Sacramento Veterans Resource Center

**LYNN R. CONNER**  
Parasec

**MICHAEL DOURGARIAN**  
MDDV, Inc.

**MARK ERLICHMAN**  
California Department of Rehabilitation

**DIANE FERRARI**  
Employment Development Department

**TROY GIVANS**  
County of Sacramento, Economic  
Development

**DAVID W. GORDON**  
Sacramento County Office of Education

**BERNADETTE HALBROOK**  
CSUS

**JASON HANSON**  
Sierra Pacific Home and Comfort, Inc.

**LISA HARR**  
Vision Service Plan

**BARBARA HAYES**  
Sacramento Area Commerce & Trade  
Organization

**DR. WILLIAM V. KARNS**  
Los Rios Community College District

**MATTHEW KELLY**  
Sacramento Sierra Building & Construction  
Trades Council

**GARY R. KING**  
SMUD

**DANIEL KOEN**  
California Teachers Association

**KATHY KOSSICK**  
Sacramento Employment & Training  
Agency

**PAUL LAKE**  
County Department of Human Assistance

**JAMES E. LAMBERT**  
Sacramento Builder's Exchange

**STEPHANIE A. LEACH**  
Kaiser Permanente, National Patient Care

**FRANK A. LOUIE**  
Xerox Corporation

**MATTHEW MAHOOD**  
Sacramento Metro Chamber of Commerce

**ELIZABETH MCCLATCHY**  
The Safety Center, Inc.

**MICHAEL MICCICHE**  
California Human Development  
Corporation

**DENNIS MORIN**  
Sacramento Area Electrical Training Center

**KIM PARKER**  
California Employers Association

**MARTHA PENRY**  
California School Employees Association

**TANJA POLEY**  
Area 4 Agency on Aging

**DEBORAH PORTELA**  
Casa Coloma Health Care Center

**MAURICE READ**  
Sacramento Sierra Building & Construction  
Trades Council

**LORENDA T. SANCHEZ**  
California Indian Manpower Consortium

**ANETTE SMITH-DOHRING**  
Sutter Health – Sacramento Sierra Region

**MICHAEL R. TESTA**  
Sacramento Convention & Visitors Bureau

**DR. DAN THROGMORTON**  
Los Rios Community College District

**KINGMAN TSANG**  
First Bank

**TERRY A. WILLS, ESQ.**  
Cook Brown, LLP

**RICK WYLIE**  
Beutler Corporation

**DAVID P. YOUNGER**  
Lionakis Beaumont Design Group



**SACRAMENTOWORKS**

## Special Meeting of the Sacramento Works Youth Council

**Date:** Monday, February 28, 2011

**Time:** 3:00 p.m.

**Location:** SETA Board Room  
925 Del Paso Blvd., Suite 100  
Sacramento, CA 95815

## AGENDA

1. Call to Order/Roll Call
2. Approval to Ratify the Addition of a Second Mandatory Bidders Conference to the Workforce Investment Act (WIA) Youth Services Request for Proposals

**Members:** Ron Barroga, Brian Broadway, Patricia Espinosa, Matt Kelly, Philip Moore, Dennis Morin, Deborah Portela, Maurice Read, Nicole Sohm, David Younger.

**DISTRIBUTION DATE: FRIDAY, FEBRUARY 25, 2011**

## ITEM 2 – ACTION

### APPROVAL TO RATIFY THE ADDITION OF A SECOND MANDATORY BIDDERS CONFERENCE TO THE WORKFORCE INVESTMENT ACT (WIA) YOUTH SERVICES REQUEST FOR PROPOSALS

#### BACKGROUND:

On January 18, 2011 the Youth Council approved the 2012-2016 WIA Youth Services Request for Proposals (Youth RFP). The Youth RFP was subsequently approved by Sacramento Works, Inc. on January 26, 2011 and by the SETA Governing Board on February 3, 2011. The Youth RFP required the mandatory attendance of proposing organizations at the WIA Youth Services Bidders Conference. A Public Notice of the release of the RFP and the date of the Bidders Conference was posted on the SETA website, published in the Sacramento Bee and distributed to community organizations. In addition, prior to the release of the RFP and public notice, an email was sent to over 400 organizations to verify electronic and physical addresses. Moreover, as staff was notified, individual notifications were sent to interested parties.

A Bidders Conference was held on February 17, 2011 with 61 attendees representing 43 organizations. However, several current providers were not in attendance. Upon investigation, staff found that some of these organizations received the notification, but did not attend and others did not receive the notification – either because staffing or addresses had changed.

In order to ensure the broadest competition possible, staff held a second bidders conference on February 23, 2011, at 1:30 p.m. with eleven attendees representing five organizations. Notice for this bidders conference was posted and circulated similar to the notice for the February 17, 2011 bidders conference and informed the public to “attend ONE Mandatory Bidders Conference: February 17, 2011 at 9:30 a.m. OR February 23, 2011 at 1:30 p.m.” Staff notified those in attendance at the February 23, 2011 bidders conference that proposals from them would be considered only if the Youth Council, Sacramento Works, Inc. and the SETA Governing Board ratified the procedure and determined that attendance at either Bidders Conference would qualify a respondent to submit a proposal. Failure to attend one of the Bidders Conferences will disqualify a respondent’s application.

All other provisions of the Youth RFP will continue to apply and WIA Youth proposals will remain due on Thursday, March 17, 2011 at 4:00 p.m.

#### RECOMMENDATION:

Ratify the addition of a second mandatory bidders conference for the 2012-2016 Youth Services Request for Proposals (Youth RFP), which was held on Wednesday, February 23, 2011 at 9:30 a.m. in the SETA Board Room, retaining the requirement that failure to attend one of the bidders conferences, either on February 17, 2011 or February 23, 2011 will disqualify a respondent’s application. All other provisions of the Youth RFP shall continue to apply.