



# COUNTY OF HUMBOLDT

For the meeting of: 4/14/2020

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File #: 20-435

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Consent

**SUBJECT:**

Request for Proposals for Workforce Innovation and Opportunity Act (WIOA) Rapid Response and Lay-Off Aversion Services

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the Request for Proposals (RFP) for WIOA Rapid Response (RR) and Lay-Off Aversion (LA) services;
2. Authorize county staff to circulate the attached RFP;
3. Authorize county staff to review the proposals in accordance with the criteria contained in the RFP, evaluate any proposal received, and select the proposal that best meets the needs of the county; and
4. Direct county staff to return to your Board to request approval of the selected proposal(s).

**SOURCE OF FUNDING:**

Economic Development Division (EDD)-Workforce Fund 1120-287

**DISCUSSION:**

On March 16<sup>th</sup>, 2020 county staff received notification of recertification of the Humboldt County Workforce Development Board (HC-WDB). Under this recertification, HC-WDB will be granted WIOA funds to operate RR and LA services to the local workforce development area (LWDA). The purpose of RR and LA funds is to provide assistance to employers in managing reductions in workforce, early identification of firms at risk of lay-offs, assessment of needs of firms, and delivery of services that addresses the needs of firms, as provided by WIOA sec. 134(d)(1)(A)(ix)(II)(cc). These funds also support the ongoing engagement, partnership, and relationship-building activities with businesses in the LWDA. The current contracts under this funding are set to expire June 30<sup>th</sup>, 2020 and the proposed RFP would allow staff to identify a service provider to ensure the continuance of these programs.

**FINANCIAL IMPACT:**

It is estimated that for Fiscal Year (FY) 2020-21 the HC-WDB LWDA will receive approximately

\$116,500 in combined RR and LA funds.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by providing community-appropriate levels of service and facilitating public/private partnerships to solve problems.

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

Your Board could choose not to approve the recommendation to issue an RFP for the WIOA RR and LA services. However, this is not recommended as the county may delay the provision of these services during a very vulnerable time as a result of the COVID-19 pandemic.

**ATTACHMENTS:**

RFP for RR and LA services

Sample Professional Services Agreement for WIOA

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A