

ITEM V.C. – ACTION / PUBLIC HEARING

**SELECTION OF PROVIDERS FOR THE YOUTH INNOVATION PROGRAM AND
FUTURE FORCE CAREER PROGRAM**

YOUTH COMMITTEE RECOMMENDATIONS:

That the Alameda County Workforce Development Board (ACWDB) approve the following recommendations:

1. Select as the following providers for the Youth Innovation Program for in-school youth:

<u>SUB-REGION</u>	<u>PROVIDER</u>
Tri-Valley	Tri-Valley Regional Occupational Center
Eden Area	Eden Area Regional Occupational Center

2. Select the following providers for the Future Force Career Program for out-of-school youth in each of the geographical sub-regions below:

<u>SUB-REGION</u>	<u>PROVIDER</u>
Tri-Cities	Ohlone College
Eden Area	Alliance for Community Wellness DbA La Familia

3. Direct staff to negotiate contracts effective **July 1, 2025, through June 30, 2029.**
4. Direct staff to apply Workforce Innovation and Opportunity Act (WIOA) Formula funding allocation methodology to establish contract maximums.
5. Allow staff to negotiate contract renewal every 12 months based upon the Request for Proposal (RFP) guidelines for up to a four-year program cycle (July 1, 2025 to June 30, 2029) provided the organization remains in good standing and barring any significant legislative changes and/or availability of WIOA Youth Formula funds.

BACKGROUND:

On August 12, 2024, the Youth Committee (YC) approved local area youth and young adult Workforce Innovation and Opportunity Act (WIOA) service delivery strategies and procurement for these services for a four-year program cycle covering July 1, 2025, through June 30, 2029. The RFP was released November 15, 2024.

RFP announcements were distributed to over 386 organizations from a county-wide mailing list compiled from ACWDB, and Alameda County Social Services Agency. The General Services Administration (GSA) posted the proposal on their LinkedIn website on November 20, 2024, and on the EGOV bulletin that was sent to 4,163 subscribers of GSA Goods and Services – Current Contracting Opportunities. Two virtual bidders’ conferences were conducted on December 5, 2024 with a total of 21 individuals in attendance.

Bidders submitted separate proposals for the Youth Innovation Program and the Future Force Career Program. Eight proposals were submitted by the January 6, 2025, deadline for the following programs and geographic sub-regions:

Youth Innovation Program - 2 proposals

- Eden – 1 Proposal
- Tri-Valley – 1 Proposal

- **Future Force Career Program – 6 proposals**
- Eden – 2 proposals
- North Cities – 3 proposals
- Tri-Cities – 1 proposal

One bidder submitted a single proposal to cover multiple sub-regions. Seven proposals met the minimum submission requirements and were rated by an outside Review and Rating Panel.

On March 3, 2025, ACWDB staff were made aware that there was an additional (which would count as the eighth proposal), submitted in the RFP to serve OSY in the North Cities that encountered submission issues due to the county's IT department's firewall. This resulted in the county's firewall preventing the proposal from ever reaching the ACWDB's general email inbox.

To ensure fairness to all organizations that applied in a timely manner and adhered to the bidding guidelines, additional proposals that faced an unintentional barrier due to the county's firewall will be considered for participation in the rating panel process for RFP No. 2025-ACWDB-YP. As a result, the recommendation for the selected provider to serve the North Cities OSY population has been removed from this item and will be presented for final approval at the next ACWDB meeting on May 8, 2025, following the Rating and Review Panel's deliberation.

SELECTION PROCESS AND RANKING:

The Review and Rating Panel consisted of three subject matter experts, including one representative from the Alameda County Social Services Agency's Workforce and Benefits Administration, one from the Oakland Workforce Development Board, and one from the Workforce Development Board of Contra Costa County. The Review and Rating Panel convened virtually on Thursday, January 16, 2025, to review and rate the proposals on the following criteria aligned with the scoring rubric in the RFP, listed as follows:

1. The Completeness of Response
2. Statement of Need
3. Administrative and Organizational Capacity
4. Demonstrated Performance/Ability
5. Comprehensive Services and Strategies
6. Outcomes and Deliverables/Partnerships
7. Budget Proposal/Fiscal Management
8. Reference
9. Employer Letters of Commitment
10. An Oral Interview

Bidders were directed to submit three references and two letters of commitment. Staff sent reference check forms to all references.

Attachment V.C.1 reflects the results of the Rating and Review Panel's evaluation of the proposals. This includes the calculation of the five percent Local Preference points awarded to Alameda County vendors who provided verifiable proof of a business license issued by Alameda County and established business residency, as specified in the Bidders Acceptance section of the Response packets. Two proposals did not meet the minimum rating score of 75 points.

Attachment V.C.2 reflects the Program Summary for each bidder, identifying each targeted population, proposed outcomes, and requested funding amounts.

FUNDING:

Program Year (PY) 2025/2026 Youth Formula allocations are not yet available from the State of California. For planning purposes, staff is utilizing the current allocations for PY 2024/2025.

Staff will present funding methodology and preliminary budget recommendations to the Executive Committee. Once the final allocations are known, staff will make any necessary, final calculations in order to proceed with implementing program services for PY 2025/2026.

YC MEETING DISCUSSION:

During the YC meeting on February 10, 2025, members inquired about the selection process and criteria used to evaluate providers and determine. YC members were also curious about the Funding Request section on the Program Summary Sheet, which reflects the amount requested by each provider based on the Sub-Regional model and the full amount allowed to the Sub-Region, determined by low-income rates in each region.

Staff provided an overview of the RFP process, including the minimum qualification criteria that each bidder must meet to be considered for funding. It was explained that the RFP serves as a framework to outline how the ACWDB envisions the use of youth and young adult funds in alignment with Federal WIOA requirements. While the RFP establishes the guiding principles and priority services, each provider is encouraged to propose their agency's unique approach to service delivery based on their experience, expertise, and understanding of the target population's needs.

All proposals are evaluated through a competitive rating and review process by an independent Rating and Review Panel composed of three subject matter experts. The panel assesses each proposal based on pre-determined scoring criteria listed in the RFP, including program design, organizational capacity, and alignment with ACWDB's strategic priorities. This competitive process ensures that funding recommendations are based on the overall quality, feasibility, and potential impact of each proposal.

Regarding funding determinations, staff clarified that funding requests were submitted by each provider based on the available funding for PY 2024-2025, in alignment with the Sub-Regional model. The full amount allowed to each Sub-Region is based on low-income rates within each region, which helps to ensure that resources are equitably distributed across Alameda County. Final funding amounts are subject to negotiation and will be determined once ACWDB receives the Youth Formula Allocations for PY 2025-2026 from the state.

In response to the YC's feedback, program summaries have been adjusted to ensure the same level of detail and information is consistently presented across all providers, enhancing clarity and transparency when comparing proposed services.

For further information, please contact Ayana Cruz, Youth Program Specialist at (510) 780-8861 or by email at Ayana.Cruz@acgov.org.

ATTACHMENTS:

V.C.1.- List of Bidders for RFP No. 2025-ACWDB-YP

V.C.2.- Program Summary