

**Monterey County Board of Supervisors
Referral Submittal Form**

**Referral No. 2024.08
Assignment Date: 6/11/24**

SUBMITTAL - Completed by referring Board office and returned to CAO no later than noon on Thursday prior to Board meeting:

Date: 6/4/2024	Submitted By: Supervisor Luis Alejo	District #: 1
Referral Title: Maintenance Contract for 168 West Alisal Street Government Center and Potential Worker Displacement		
Referral Purpose: To ensure that the current maintenance workers are able to keep their jobs and continue providing their valuable services at the 168 West Alisal Street Government Center.		
Brief Referral Description: The maintenance contract for our facilities is up for RFP at the end of June 2024. However, this potential transition is likely to displace our current dedicated maintenance worker team that provides us valuable professional services at our 168 West Alisal Street Government Center in Salinas. This has caused extreme anxiety for these workers as they want to maintain their duties and continue providing maintenance services for us. One of the maintenance workers has been working here 14 years. This referral requests that our CAO and county staff do all possible to ensure that our current maintenance workers can continue their employment, even under a new vendor/provider, and that no such displacement or layoffs take place during any transition.		
Classification - Implication		Mode of Response
<input type="checkbox"/> Ministerial / Minor <input type="checkbox"/> Land Use Policy <input type="checkbox"/> Social Policy <input type="checkbox"/> Budget Policy <input checked="" type="checkbox"/> Other:	<input type="checkbox"/> Memo <input checked="" type="checkbox"/> Board Report <input type="checkbox"/> Presentation	Requested Response Timeline
		<input checked="" type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 8 weeks <input type="checkbox"/> Status reports until completed <input type="checkbox"/> Other: _____ <input type="checkbox"/> Specific Date: _____

ASSIGNMENT – Provided by CAO at Board Meeting. Copied to Board Offices and Department Head(s) Completed by CAO’s Office:

Department(s): County Administrative Office/County Counsel	Referral Lead: Debra Wilson/Susan Blitch	Board Date: 6/11/24
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REASSIGNMENT – Provided by CAO. Copied to Board Offices and Department Head(s). Completed by CAO’s Office:

Department(s):	Referral Lead:	Original Date:
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ANALYSIS - Completed by Department and copied to Board Offices and CAO:

Department analysis of resources required/impact on existing department priorities to complete referral:	
Analysis Completed By: _____ Date: _____	Department’s Recommended Response Timeline
	<input type="checkbox"/> By requested date <input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> 6 months <input type="checkbox"/> 1 year <input type="checkbox"/> Other/Specific Date: _____

REFERRAL RESPONSE/COMPLETION - Provided by Department to Board Offices and CAO:

Referral Response Date:	Board Item No.:	Referrals List Deletion:
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