



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: 23-883

December 05, 2023

Introduced: 11/15/2023

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

- a. Authorize the Monterey County Contracts/Purchasing Officer or authorized designee to sign a retroactive Facility Use Agreement for the term of July 1, 2023 to June 30, 2026, with the Monterey Peninsula Unified School District (MPUSD) for the Monterey County Workforce Development Board (MCWDB) to use two (2) classrooms owned by the MPUSD in Seaside to conduct training and outreach, and for its day-to-day operations, for a total amount not to exceed \$2,765 annually; and
- b. Authorize the Monterey County Contracts/Purchasing Officer or authorized designee to sign up to five (5) future amendments to this Agreement where the amendments do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Monterey County Contracts/Purchasing Officer or authorized designee to sign a retroactive Facility Use Agreement for the term of July 1, 2023 to June 30, 2026, with the Monterey Peninsula Unified School District (MPUSD) for the Monterey County Workforce Development Board (MCWDB) to use two (2) classrooms owned by the MPUSD in Seaside to conduct training and outreach, and for its day-to-day operations, for a total amount not to exceed \$2,765 annually; and
- b. Authorize the Monterey County Contracts/Purchasing Officer or authorized designee to sign up to five (5) future amendments to this Agreement where the amendments do not significantly change the scope of work.

SUMMARY/DISCUSSION:

The Monterey County Workforce Development Board (MCWDB) operates facilities in Salinas, Marina, and Seaside to provide workforce services and training to the residents of Monterey County. The MCWDB had been seeking an appropriate and accessible location for a satellite site on the Monterey Peninsula, primarily to house a youth program, but also as a location to provide Adult and Dislocated Worker services. The MPUSD has offered the use of two classrooms at 1295 La Salle Ave. in Seaside for a Monthly Use Fee of \$230.40 (\$2,765 annually). The Agreement states that the Monthly Use Fee shall not be increased during the initial term of this Agreement. The MCWDB Executive Committee approved the Facilities Use Agreement with the MPUSD on October 19, 2023.

The Agreement provides an initial term of three (3) years for a total amount not to exceed \$8,294.40. The Agreement may be renewed after the expiration of the initial term for consecutive periods, or renewal terms, of one (1) year each, for a maximum of five (5) additional years. The MPUSD reserves the right to increase the Monthly Use Fee at the commencement of each renewal term. If the Monthly Use Fee is not increased during the five (5) renewal terms, then the total amount of the initial

agreement and the total amount of five (5) annual renewals (\$13,824) will constitute a total amount not to exceed \$22,119 over the anticipated life of the Agreement.

OTHER AGENCY INVOLVEMENT:

Parties to the Facilities Use Agreement with the MPUSD were involved in its development. County Counsel and the Contracts/Purchasing Officer have reviewed and approved the Agreement.

FINANCING:

There is no impact to the General Fund. Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth funding will be used to fund the Agreement and is budgeted in Fund 021, Dept. 1050, Appropriations Unit CAO030.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of the Facilities Use Agreement with the MPUSD provides the MCWDB with a low-cost site for workforce-related outreach, services, and training within Monterey County.

- √ Administration: Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.
- √ Health and Human Services: Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy environments in collaboration with communities.

Prepared by: Elizabeth Kaylor, Management Analyst III, x. 5385 *EAK*
Reviewed by: Anne Brereton, Deputy County Counsel, x. 5045
Approved by: Dr. Debra Wilson, Monterey County Contracts/Purchasing Officer, x. 4995

ATTACHMENTS:

2023-26 Facilities Use Agreement with Monterey Peninsula Unified School District