

## **I. Parties to Agreement**

This Agreement for Professional Training Services under the California Training Initiative is between the California Workforce Association, 1107 9<sup>th</sup> St, Suite 801, Sacramento, CA 95814, hereinafter referred to as CWA, and Monterey County Workforce Development Board, 1441 Schilling Place North, Salinas, CA. 93901, hereinafter referred to as Monterey.

## **II. Scope of Services**

Monterey shall obtain the services of Civic Solutions Initiatives – Works, LLC., hereinafter referred to as consultant, to provide Consulting Service: Prison to Employment Initiative Planning Stage through CWA's California Training Initiative.

*Consultant will be responsible for the following:*

- Engage and convene required stakeholders
- Facilitate regional stakeholder meetings
- Develop recommendations for the Coastal RPU Regional Plan Modification
- Develop MOU/Partner Agreements with all key stakeholders at the regional, local, and state level
- Collect and analyze data related to the target population and/or Regional workforce opportunities
- Develop recommendations for subsequent rounds of Prison to Employment funding from the State
- Deliver recommendations for service delivery models and other funding opportunities
- See Exhibit A for additional detail.

## **III. Term**

The term of this Agreement shall commence on the 15<sup>th</sup> day of October 2018, and continue until the 30<sup>th</sup> day of June 2019, unless sooner terminated in accordance with sections entitled "Termination for Convenience" or "Termination for Cause" as specified elsewhere in this Agreement.

## **IV. Statement of Work**

*Monterey will be responsible for the following:*

- Development of Scope of Services with Consultant.
- Payment within 30 days of receipt of proper invoice from CWA per section VI below.

*CWA will be responsible for the following:*

- Providing payment to Consultant after Monterey has paid.

## **V. Fee for Services**

CWA will charge \$60,000.00, for Consulting Service: Prison to Employment Initiative Planning Stage with CSI-Works. CWA will take a 10% Administrative fee of \$6,000.00 and provide session payment of \$54,000.00 to CSI-Works the sooner of within 30 days of receipt of payment from the member, or no later than 30 days following receipt of a proper invoice from CSI-Works per Section VI below.

## **VI. Invoicing**

Payments for services will be processed within thirty (30) days of receipt of invoices with adequate supporting documentation including copies of original receipts from Consultant. Invoices shall be numbered and contain a date, a description of the service(s), and itemized amounts or unit cost.

## **VII. Term and Conditions of Contract**

CWA does not assume any liability for the actions or product of Consultant under this Agreement. Either party may modify or terminate this Agreement with thirty-day (30) notice in writing to the other party.

### **VIII. Termination for Convenience**

This Agreement, notwithstanding anything to the contrary herein above or hereinafter set forth, may be terminated by Monterey at any time without cause or legal excuse by providing the other party with thirty (30) calendar days written notice of such termination.

Upon effective date of termination, Monterey and CWA shall have no further liability to Consultant except for payment for actual services incurred during the performance hereunder. Such liability is limited to the time specified in said notice and for services not previously reimbursed by Monterey and CWA. Such liability is further limited to the extent such costs are actual, necessary, reasonable, and verifiable costs and have been incurred by Consultant prior to, and in connection with, discontinuing the work hereunder.

### **IX. Termination for Cause**

The Monterey may terminate this Agreement for and be relieved of any making any payments to Consultant, all duties to Consultant should the Consultant fail to perform any material duty or obligation of the Agreement. Notice shall be given as otherwise provided herein. In the event of such termination the Monterey may proceed with the work in any manner deemed proper by the Monterey. All costs to the Monterey shall be deducted from any sum otherwise due the Consultant and the balance, if any, shall be paid to the Consultant upon demand. Such remedy is in addition to such other remedies as may be available to the Monterey provided by law.

### **VII. Signatures to the Agreement**

The parties agree to all terms and conditions contained in the Agreement by signing below:



Robert Lanter, Executive Director  
California Workforce Association

October 11, 2018

Date

Chris Donnelly, Executive Director  
Monterey County Workforce Development Board

Date

## **Exhibit A**

### **Scope**

The Contractor will be responsible for engaging and scheduling stakeholders from the Coastal Region and for facilitating productive discussions that result in a clear set of priorities and plans to include in the Regional Plan Modification and the Prison to Employment funding proposal(s) for implementation and supportive services.

#### **Deliverables:**

1. Engage and convene required stakeholders.
2. Facilitate regional stakeholder meetings.
3. Develop recommendations for the Coastal RPU's Regional Plan Modification.
4. Deliver MOU/Partner Agreements with all key stakeholders at the regional, local and state level.
5. Collect and analyze data related to the target population and/or Regional workforce opportunities.
6. Develop recommendations for subsequent rounds of Prison to Employment funding from State.
7. Deliver recommendations for service delivery models and other funding opportunities.

#### **Planning Partners P2E Partnerships**

Strong partnerships are an essential component of this grant program. Partnerships formed with local board(s), county agencies, and county Probation Department and/or Community Corrections are required and must include signed partnership agreements. To inform your application for the planning grant, note that signed partnership agreements will be submitted to the State Board prior to any future awards of implementation/direct service or supportive service grants.

#### **Community Based Organization(s)**

Partnerships with community based organizations (CBO) are required and must have a signed partnership agreement outlining their role and services being provided, including payment for these services through the grant. Partnering CBOs must have experience serving the reentry population and the capacity to provide supportive services such as mental health, substance abuse, nutrition, housing, etc.

#### **California Department of Corrections and Rehabilitation**

Projects must include documentation confirming the appropriate regional representative(s) from CDCR will be participating in the planning process, including representatives from CDCR's Division of Adult Parole Operations and Division of Rehabilitative Programs. Partnership documentation should describe the intent of the partnership, how the partnership will utilize leveraged funds, the referral process of participants, participant assessment protocol, and the roles and responsibilities of services provided to the supervised.

### **County Probation Department(s)**

Projects must include documentation confirming representatives from County Probation Department(s) will be participating in the planning process and must outline Probation's role and services provided. This documentation should describe the intent of the partnership, how the partnership will utilize leveraged funds, the referral process of participants, participant assessment protocol, and the roles and responsibilities of services provided to the supervised.

### **Other required partners**

- Labor organizations and joint labor-management partnerships that elect to participate and who have prioritized and developed capacity in working with the reentry population
- Public and private employers who have labor shortages or who have expressed a history or an interest in employing the formerly incarcerated and other justice involved individuals

### **Recommended partners**

- Community Corrections Partnerships, which exist in every county under Realignment and are administered by County Probation Departments
- Programs operating in the region under the California Prison Industry Authority, and potential engagement with those programs
- County Departments of Social Services that administer SNAP Employment and CBOs who serve the formerly incarcerated and justice-involved populations but who may not currently be partners
- Local reentry councils who are generally comprised of County Probation Departments and CBO
- Other local government entities providing services to the formerly incarcerated and justice involved individuals
- Existing State Board grantees that serve this population, including Forward Focus, Workforce Accelerator Fund, and High Road Partnerships for Construction Careers grantees
- Other private entities who employ the formerly incarcerated or justice-involved populations, or who have an interest or stake in doing so