



# County of Monterey

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

## Legislation Details (With Board Report)

<b>File #:</b>	18-1050	<b>Name:</b>	Agreements with Five Contractors to provide Job Readiness Training
<b>Type:</b>	General Agenda Item	<b>Status:</b>	General Government - Consent
<b>File created:</b>	10/11/2018	<b>In control:</b>	Board of Supervisors
<b>On agenda:</b>	11/6/2018	<b>Final action:</b>	
<b>Title:</b>	a. Acting as Chief Elected Official, approve and authorize the Executive Director of the Monterey County Workforce Development Board to execute agreements with five contractors (Monterey Adult School, Alliance Career Training Schools, Dynamic Works Institute, New York Wired for Education, Treehouse Island) to provide job readiness training to Adults, Dislocated Workers, and Youth in the maximum combined amount of \$150,000, for the period retroactive to October 1, 2018 through June 30, 2019; b. Acting as Chief Elected Official, approve and authorize the Executive Director of the WDB to execute up to four amendments to each agreement, extending services for one (1) year per amendment, subject to review by County Counsel, provided the amendments do not significantly change the scope of work		
<b>Sponsors:</b>	Workforce Investment Board (WIB)		
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	1. Board Report, 2. Monterey Adult School Agreement, 3. Advanced Computer Training Schools Agreement, 4. Dynamic Works Job Readiness Training Agreement, 5. New York Wired Online Training Agreement, 6. Treehouse Island Agreement, 7. 40. Completed Board Order, 8. 40. Revised Board Order		

Date	Ver.	Action By	Action	Result
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- a. Acting as Chief Elected Official, approve and authorize the Executive Director of the Monterey County Workforce Development Board to execute agreements with five contractors (Monterey Adult School, Alliance Career Training Schools, Dynamic Works Institute, New York Wired for Education, Treehouse Island) to provide job readiness training to Adults, Dislocated Workers, and Youth in the maximum combined amount of \$150,000, for the period retroactive to October 1, 2018 through June 30, 2019;
- b. Acting as Chief Elected Official, approve and authorize the Executive Director of the WDB to execute up to four amendments to each agreement, extending services for one (1) year per amendment, subject to review by County Counsel, provided the amendments do not significantly change the scope of work

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- Acting as Chief Elected Official, approve and authorize the Executive Director of the Monterey County Workforce Development Board to execute agreements with five contractors (Monterey Adult School, Alliance Career Training Schools, Dynamic Works Institute, New York Wired for Education, Treehouse Island) to provide job readiness training to Adults, Dislocated Workers, and Youth in the maximum combined amount of \$150,000, for the period retroactive to October 1, 2018 through June 30, 2019;
- Acting as Chief Elected Official, approve and authorize the Executive Director of the WDB to execute up to four amendments to each agreement, extending services for one (1) year per amendment, subject to review by County Counsel, provided the amendments do not significantly change the scope of work

### SUMMARY:

To improve training flexibility and to augment skill-building activities at the Monterey County Workforce Development Board's (WDB) America's Job Center of California, the WDB released a Request for Qualifications (RFQ) to identify providers of in-person workshops and online training to Workforce Innovation and Opportunity Act (WIOA) eligible Adults, Dislocated Workers, and Youth. The Job Readiness Training RFQ stated that in-person workshops and on-line training agreements would be funded with a budget not to exceed \$150,000 in combined, pooled funds. The RFQ explained that actual compensation paid to selected providers would be determined by WIOA-client selection and usage.

The WDB received six responsive proposals. A four-person selection committee composed of local workforce development professionals was convened, based on their experience choosing and working with training providers. Proposals were evaluated based on organizational structure and capacity, experience and demonstrated ability, proposed design and approach, budget, and support for the WDB's priority industry sectors.

The Selection Committee made recommendations which were adopted, with a modification, by the Monterey County WDB on October 10, 2018. The Board's concurrence is sought, acting in its WIOA role of Chief Elected Official of the Monterey County local workforce area.

#### ***Monterey Adult School (In-person workshops)***

Foundations in Hospitality, a course developed with local employers to prepare clients for careers in the hospitality industry or other customer service-focused industries.

#### ***Alliance Career Training Schools (In-person workshops)***

- Intro to Excel
- Intro to Word
- Intro to Windows
- Intro to Business Writing
- Intro to Time Management

#### ***Dynamic Works Institute (Online training)***

- Industry Scholars: Matching clients with career pathways for local, in-demand occupations.
- Five-Minute Countdown Series: Development of professional and management skills.
- Get Prep'D Career Readiness: Soft-skills training and development of other skills applicable to a wide range of occupations.
- Workplace Foundations: Customer service and employee compliance with diversity, ethics, and prevention of sexual harassment.
- GoGuide: Entrepreneurship, project management and creative design training.

#### ***New York Wired for Education (Online training)***

Approximately 5,000 eLearning courses with approximately 300 Skill Tracks groupings, e.g., workplace, computer, customer service, teamwork, communications, and leadership skills.

***Treehouse Island (Online training)***

Training in software coding, and building websites and web applications

**OTHER AGENCY INVOLVEMENT:**

County Counsel reviewed the agreements as to form.

**FINANCING:**

The total funding amount for the Job Readiness Training agreements is \$150,000, a pooled amount that may be expended on in-person workshops or on-line training as dictated by client needs and usage, through June 30, 2019. The WDB will monitor trainings as they are provided to ensure that this amount is not exceeded. Subsequent fiscal year funds are subject to allocation by the WDB.

WIOA Adult, Dislocated Worker, and Youth grant funds will be used to fund the training Agreements and are budgeted in Fund 021, Appropriations Unit CAO030, Unit 8478. There is no financial impact to the County General Fund resulting from approval of these agreements.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

Concurrence with the WDB's selection of job readiness training vendors will provide a wider range of training options to WDB clients, thus improving employment outcomes.

- √ Economic Development - Through collaboration, strengthen economic development to ensure a diversified and healthy economy.
- √ Administration - Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Prepared by:

Approved by:

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**ATTACHMENTS:**

Agreement with Monterey Adult School  
Agreement with Alliance Career Training Schools  
Agreement with Dynamic Works Institute  
Agreement with New York Wired for Education  
Agreement with Treehouse Island