

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 14, 2022

FROM

BRADLEY GATES, Director, Workforce Development Department

SUBJECT

Contracts for Workforce Innovation and Opportunity Act San Bernardino County Youth Providers for Program Years 2022 through 2025

RECOMMENDATIONS

1. Approve contracts with the following eight entities in a total aggregate amount not-to-exceed \$15,028,497 for the period of June 15, 2022 through June 30, 2025, with the option to renew up to two one-year terms, for academic enhancement, employment skills, and occupational training services for eligible youth participants under the Workforce Innovation and Opportunity Act:
 - a. California Association Health & Education Linked Professions, **Contract No. 22-512**
 - b. Chino Valley Unified School District, **Contract No. 22-513**
 - c. El Proyecto del Barrio, Inc., **Contract No. 22-514**
 - d. Equus Workforce Solutions, **Contract No. 22-515**
 - e. First Institute Training and Management, Inc., **Contract No. 22-516**
 - f. Hawkeye Properties and Workforce Innovation, Inc., **Contract No. 22-517**
 - g. Operation New Hope, **Contract No. 22-518**
 - h. Youth Action Project, Inc., **Contract No. 22-519**
2. Authorize the Director of the Workforce Development Department to execute amendments to extend the term of these contracts for a maximum of two one-year terms, subject to review by County Counsel.
3. Direct the Director of the Workforce Development Department to transmit any amendments extending the contract terms to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Bradley Gates, Director, 387-9862)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Create, Maintain and Grow Jobs and Economic Value in the County.

FINANCIAL IMPACT

Approval of this item will not impact Discretionary General Funding (Net County Cost). The combined expenditures of these contracts will not exceed \$15,028,497 and will be fully funded through the Workforce Innovation and Opportunity Act (WIOA) Title I Youth allocation. Adequate appropriation and revenue are included in the Workforce Development Department's (WDD) 2022-23 Recommended Budget and will be included in future recommended budgets. The table below illustrates the budget breakdown per fiscal year, based upon funding availability.

**Contracts for Workforce Innovation and Opportunity Act San
Bernardino County Youth Providers for Program Years 2022 through
2025
June 14, 2022**

	FY 2022/23 Budget	FY 2023/24 Budget	FY 2024/25 Budget	Total
Aggregate Budget Amount	\$5,009,499	\$5,009,499	\$5,009,499	\$15,028,497

BACKGROUND INFORMATION

Approval of the recommended contracts with the eight entities listed below (collectively, “Youth Providers”) will allow WDD to continue providing WIOA Youth Services to youth between the ages of 16-24 residing in San Bernardino County, with the average cost of \$3,333 per participant. The services will increase academic and occupational skill attainment for a minimum of 4,509 WIOA eligible youth, and provide academic enhancement; alternative secondary school services to facilitate the completion of high school education; paid and unpaid work experiences; occupational skills training; education offered concurrently with workforce preparation activities; leadership development opportunities; supportive services to pay for transportation, work specific apparel, and educational materials; adult mentoring; follow-up services to ensure participant retains employment or and/or progresses in their educational endeavor; comprehensive guidance and counseling; financial literacy education; entrepreneurial skills training; labor market and employment information; and other activities which help youth prepare for work and transition to postsecondary education and training.

The table below lists the geographical areas that will be served under the proposed contracts.

Youth Providers	Geographical Areas
California Association Health & Education Linked Professions	Big Bear City, Big Bear Lake, Crestline, Lake Arrowhead, Running Springs, Wrightwood, Victorville, Adelanto, Hesperia, Apple Valley and Lucerne Valley
Chino Valley Unified School District	Chino and Chino Hills
El Proyecto del Barrio, Inc.	San Bernardino, Muscoy, Rialto and Bloomington
Equus Workforce Solutions	Big Bear City, Big Bear Lake, Crestline, Lake Arrowhead, Running Springs, Wrightwood, Fontana, Ontario, Colton, Loma Linda, Grand Terrace, Redlands, Yucaipa, Mentone and Highland
First Institute Training and Management, Inc.	Twentynine Palms, Barstow, Needles, Yermo, Joshua Tree, Newberry Springs, Yucca Valley, and Fontana
Hawkeye Properties and Workforce Innovation, Inc.	Ontario, Chino, Chino Hills, Upland, Montclair, and Rancho Cucamonga
Operation New Hope	San Bernardino, Muscoy, Upland, Montclair, and Rancho Cucamonga
Youth Action Project, Inc.	San Bernardino, Muscoy, Rialto and Bloomington

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The table below shows the minimum enrollment requirement per fiscal year.

	FY 2022/23 Minimum Enrollment	FY 2023/24 Minimum Enrollment	FY 2024/25 Minimum Enrollment	Total
Aggregate Minimum Enrollment	1,503	1,503	1,503	4,509

PROCUREMENT

On January 6, 2022, WDD Issued a Request for Proposal (RFP) # EDA122-WDD-4431, soliciting qualified entities to provide WIOA Youth Services from July 1, 2022 through June 30, 2025 with the option to renew up to two one-year terms. Over 1,800 organizations were provided multiple notices regarding the release of the RFP. The RFP was posted on the County Electronic Purchasing Network (ePro) website.

On February 15, 2022, ten proposals were received, and all were determined to be responsive to the RFP minimum criteria. The proposals were evaluated by a committee of qualified neutral parties with a variety of workforce development experience and knowledge. Proposals were then scored in accordance with the proposal review and evaluation process outlined in the RFP. Two of the ten proposals failed to achieve the minimum scoring requirement to gain further consideration. A Youth Ad Hoc Committee of select Workforce Development Board (WDB) members convened on April 4, 2022 to review the evaluators' recommendations and conduct interviews with the successful proposers. The WDB Youth Committee, which assists with the coordination of youth programs and planning recommendations related to the provision of services to WIOA-eligible youth, convened on April 20, 2022 to approve the recommendations of the Youth Ad Hoc Committee, recommending contract awards to the WDB. On May 11, 2022, the WDB reviewed the Youth Committee's recommendations and voted to recommend the San Bernardino County Board of Supervisors award contracts to the Youth Providers listed above.

No timely disputes were received in relation to this procurement.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Sophie A. Akins, Deputy County Counsel, 387-5455) on April 19, 2022; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on April 22, 2022; Finance (Erika Rodarte, Administrative Analyst III, 387-4919) on May 20, 2022; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 20, 2022.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Dawn Rowe Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 14, 2022



cc: WDD - Gates w/agrees
Contractor - C/O WDD w/agree
File - w/agree

CCM 07/7/2022