

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

June 25, 2024

FROM

BRADLEY GATES, Director, Workforce Development Department

SUBJECT

Amendment to Contracts for California Work Opportunity and Responsibility to Kids Subsidized Employment Program

RECOMMENDATION(S)

1. Approve **Amendment No. 1** to the following contracts, for the provision of subsidized employment services for eligible participants under the California Work Opportunity and Responsibility to Kids Subsidized Employment Program, revising enrollment numbers, increasing the aggregate contract amount by \$15,126,330, from \$4,033,688 to \$19,160,018, and extending by one year, for a contract period of July 1, 2023 through June 30, 2025:
 - a. California Association Health and Education Linked Professions, **Contract No. 23-618**
 - b. Career Institute, Inc., **Contract No. 23-619**
 - c. Colton Redlands Yucaipa Regional Occupational Program, **Contract No. 23-620**
 - d. First Institute Training & Management, Inc., **Contract No. 23-621**
 - e. Goodwill Industries of Southern California, **Contract No. 23-622**
 - f. Hawkeye Properties and Workforce Innovation, Inc., **Contract No. 23-623**
2. Authorize the Director of the Workforce Development Department to execute amendments to extend the term of these contracts for a maximum of three consecutive one-year periods, subject to review by County Counsel.
3. Direct the Director of the Workforce Development Department to transmit any amendments extending the contracts to the Clerk of the Board of Supervisors within 30 days of execution.
(Presenter: Bradley Gates, Director, 387-9856)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

Operate in a Fiscally-Responsible and Business-Like Manner.

Ensure Development of a Well-Planned, Balanced, and Sustainable County.

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The combined aggregate expenditures of these contracts will not exceed \$19,160,018 and will be fully funded through a Memorandum of Understanding (MOU) with the Transitional Assistance Department (TAD) for the California Work Opportunity and Responsibility to Kids (CalWORKs) Subsidized Employment Program (CSEP). Sufficient revenue and appropriation for the proposed contracts have been included in the Workforce Development Department's (WDD) 2024-25 budget (571-2260).

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BACKGROUND INFORMATION

CSEP is California's job readiness and work-experience training program for CalWORKs participants ages 25 and older. TAD receives CalWORKs funding and distributes a portion of the funding to WDD who administers CSEP.

On May 24, 2023, TAD and WDD entered into a MOU, which became effective on July 1, 2023, under which WDD would provide CSEP services to no less than 400 participants through June 30, 2024. Pursuant to the MOU, WDD recommended entering into contracts in order to provide subsidized employment opportunities, including job development, work-readiness training, and subsidized employment placement to a minimum of 400 CSEP participants.

On June 27, 2023 (Item No. 124), as the result of a competitive procurement process, the San Bernardino County Board of Supervisors approved the contracts listed in Recommendation No. 1 to provide subsidized employment services to CSEP participants, in an aggregate amount not to exceed \$4,033,688, for the period of July 1, 2023 through June 30, 2024.

On June 3, 2024, TAD and WDD extended the MOU, under which WDD will provide services to no less than 300 participants through June 30, 2025, in the amount of \$3,025,266. There was a 25% cut to the program from the previous year affecting funding and the number of participants to be served. WDD recommends amending its existing contracts to increase the aggregate not to exceed amount by \$15,126,330, from \$4,033,688 to \$19,160,018, to accommodate future MOU and contract extensions over a total term of five years, and to extend the current term under which the contractors will provide subsidized employment opportunities, including job development, work-readiness training, and subsidized employment placement.

Each of the proposed contractors will continue to provide CSEP participants with work readiness training and placement into subsidized employment training opportunities for up to six months. The CSEP contracts shall serve the following geographical areas:

Contractor	San Bernardino County Geographical Area
California Association of Health and Education Linked Professions	High Desert
Career Institute, Inc.	High Desert
Colton Redlands Yucaipa Regional Occupational Program	East Valley
First Institute Training & Management, Inc.	Central Valley, East Valley, West Valley, Morongo Basin, High Desert
Goodwill Industries of Southern California	High Desert, East Valley
Hawkeye Properties and Workforce Innovation, Inc.	West Valley, Central Valley, East Valley

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Sophie A. Curtis, Deputy County Counsel, 387-5455) on May 15, 2024; Finance (Carl Lofton, Administrative Analyst, 387-5404) on June 5, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on June 8, 2024.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 25, 2024



cc: WDD - Gates w/ agrees
Contractor c/o WDD w/ agree
File w/ agree
JLL 07/3/2024