



Board Agenda Item 74

DATE: June 22, 2021

TO: Board of Supervisors

SUBMITTED BY: Delfino E. Neira, Director, Department of Social Services

SUBJECT: Master Agreement for Welfare-to-Work Work Experience and Community Service Program

RECOMMENDED ACTION(S):

- 1. Approve and authorize the Chairman to execute a Master Agreement with qualified contractors to provide unpaid supervised Work Experience and Community Services Training placements for Welfare-to-Work participants, effective July 1, 2021, not to exceed five consecutive years, which includes a three-year base contract and two automatic one-year extensions, total not to exceed \$50,000; and,**
- 2. Authorize the Director of the Department of Social Services, or designee, to add and/or delete contractors to the Master Agreement for the Work Experience and Community Service Program.**

There is no additional Net County Cost associated with the recommended actions, which will allow the Department of Social Services to contract with qualified contractors to provide California Work Opportunities and Responsibility for Kids (CalWORKs) Welfare-to-Work (WTW) participants with the opportunity to develop marketable job skills through unpaid work site placements. This item is countywide .

ALTERNATIVE ACTION(S):

If your Board elects not to approve the recommended actions, the Department would not provide WTW participants with Work Experience and Community Service (WEX) placements. These placements provide an option for the recipients to complete their participation hours, which is a condition of receiving benefits .

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. The maximum amount of the recommended Master Agreement is \$50,000 and will be 100% offset with CalWORKs Single Allocation funds. There are no monetary considerations for employee wages. The funds included in this agreement are for ancillary services only, not to exceed \$10,000 per 12-month term, and may be paid to the contractors to cover costs for work-related items that support a participant's placement. Sufficient appropriations and estimated revenues have been included in the Department's Org 5610 FY 2021-22 Recommended Budget and will be included in subsequent budget requests.

The County has a required Maintenance of Effort (MOE) of \$4,022,882 for the CalWORKs program in FY 2021-22. Once the MOE has been met, all expenses over that amount will be 100% funded with State and Federal dollars up to the amount of the actual CalWORKs Single Allocation. Social Services Realignment funds will be utilized to meet the CalWORKs MOE.

DISCUSSION:

Recipients of CalWORKs WTW assistance are required to complete participation hours as a condition of receiving benefits. The WEX Program is one avenue for participants to complete their required hours. Qualified contractors provide WTW participants unpaid supervised work activities that align with their employment goal or serve a useful community purpose. Work experience placements include career fields such as clerical, customer service, construction, manufacturing, marketing, sales, and public service. Participants attain job skills, gain work experience, and build employer references that lead to unsubsidized jobs and self-sufficiency.

A Request for Statement of Qualification (RFSQ) No. 21-049 for Welfare to Work - Work Experience and Community Service was issued by Internal Services Department - Purchasing Division through the Public Purchasing site on April 30, 2021. Thirty-four local organizations were notified about the RFSQ through the bidders list. Applications were accepted from April 15, 2021 through May 6, 2021. All applicants that met the minimum qualifications have been accepted for placements.

All placed WTW participants receive case management through a Case Managing Job Specialist who will assist them in attaining necessary supportive services to remove employment barriers such as childcare, transportation, and ancillary costs for up to twelve months, depending on the needs of the participant. Ancillary expenses for mandated, job-related supplies may include, but are not limited to books, tools, uniforms, or other necessary work-related costs required by the employer. Funds will be issued directly to the contractor to minimize payment processing time and ensure timely receipt of funds.

The recommended agreement will be effective July 1, 2021 through June 30, 2024 and automatically renew for two 12-month periods at the same terms and conditions. In addition, contractors may be added and/or deleted by the Department's Director, or designee. Agreements with individual vendors may be terminated for any reason upon 30-days advance written notice by either the County or Contractor.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Master Agreement

CAO ANALYST:

Sonia M. De La Rosa