



Board Agenda Item 41

DATE: April 3, 2018

TO: Board of Supervisors

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

SUBJECT: Amendment I to Master Agreement for the Work Experience and Community Service Program

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute Amendment I to Master Agreement 17-034 for Work Experience and Community Service, extending the initial term to June 30, 2019 and retaining the provision for two optional twelve-month extensions through June 30, 2021, and increasing the maximum by \$20,000 to a total of \$50,000.

Approval of the recommended actions will allow the Department to amend Board Agreement 17-034 for Work Experience and Community Service (WEX) with public entities to include private businesses. Currently a separate Purchasing Agreement (P-16-601), which is set to expire April 30, 2018, is administered through Internal Services, Purchasing Division for private vendors interested in participating in the WEX Program. By including both qualified public and private vendors on the same agreement, the County will streamline the process to recruit, monitor, and retain participating public and private businesses, with no increase in Net County Cost. This item is countywide.

ALTERNATIVE ACTION(S):

Your Board could elect not to approve the recommended action, which would result in the two agreements to remain separately administered through County Purchasing and the Department, respectively.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The maximum amount of the recommended master agreement for the period of January 31, 2017 through June 30, 2021 (\$50,000), will be 100% offset with CalWORKs Single Allocation funds. The funds included in the recommended amendment are for ancillary services, not to exceed \$10,000 per 12-month term, and may be made to the contractor to cover costs for work-related items that support client participation. There are no monetary considerations for employee wages. Sufficient appropriations have been included in the FY 2017-18 Adopted Budget for the Department of Social Services, Org 5610, and will be included in subsequent years' recommended budgets.

The County has a required Maintenance of Effort (MOE) of \$4,022,882 for the CalWORKs program in FY 2017-18. 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 annual CalWORKs Single Allocation. Social Services Realignment funds will be utilized to meet the CalWORKs MOE.

DISCUSSION:

The WEX Program provides a setting for unpaid, supervised work activities that serve a useful community purpose and provide an opportunity to attain basic job skills for CalWORKs clients. Qualified vendors work with the Department to coordinate placement of a CalWORKs client into a position that allows vendors to receive supported workforce assistance that requires no wage compensation. All placed CalWORKs clients receive case management through a Case Managing Job Specialist who assists the client in attaining necessary supportive services, such as childcare, transportation, and ancillary costs between six (6) to twelve (12) months, depending on the needs of the client.

While there is no actual monetary consideration between the Department and the vendor for employee wages, the vendor can be paid for ancillary services, which are mandated, job-related services that could include, but are not limited to, drug testing, tools, uniforms, or other clothing required by the employer. These funds can be issued directly to the vendor to minimize payment processing time and ensure timely receipt of funds.

The recommended amendment allows the Department to consolidate participating vendors from two master agreements, one currently administered through Internal Services Purchasing Division, and the other overseen by the Department. The recommended amendment is effective May 1, 2018 through June 30, 2019 with an option to extend based on satisfactory performance for two (2) twelve (12) month periods, through June 30, 2021.

REFERENCE MATERIAL:

BAI #45, January 31, 2017

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Amended Master Agreement

CAO ANALYST:

Ronald Alexander