

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

126



FROM: Economic Development Agency

SUBMITTAL DATE:
May 12, 2011

SUBJECT: Strategic Planning and Continuous Quality Improvement Consultant Program Year 2011/12

RECOMMENDED MOTION: That the Riverside County Board of Supervisors:

1. Approve \$100,000 in 2011/12 Workforce Investment Act (WIA) funds to Strumpf Associates for Workforce Investment Board (WIB) consultant services; and
2. Authorize the Assistant County Executive Officer/EDA, or designee, to negotiate and execute an agreement subject to County Counsel review.

BACKGROUND: (Commences on Page 2)

Robert Field

Robert Field
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$100,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$0	Budget Adjustment:	No
	Annual Net County Cost:	\$0	For Fiscal Year:	2011/12

COMPANION ITEM ON BOARD OF DIRECTORS AGENDA: No

SOURCE OF FUNDS: 2011/12 Federal Workforce Investment Act (WIA) Funds	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY: *Jennifer L. Sargent*
Jennifer L. Sargent

County Executive Office Signature

FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY: *Samuel Wong*
 SAMUEL WONG
 Fiscal Consultant
 DATE: 6-7-11
 ANITA C. WILLIS
 FORM APPROVED COUNTY COUNSEL
 BY: *[Signature]*
 ANITA C. WILLIS
 Policy Policy
 Consent Consent
 Dept't Recomm.: Per Exec. Ofc.:

BACKGROUND:

On February 24, 2011, Riverside County Economic Development Agency (EDA) released a Request for Proposal (RFP) to solicit consulting services for the Riverside County WIB. Riverside County EDA received two proposals, one from Simon A. Gonzalez, an Individual/Sole Proprietor and Minority Business Owner; and the second from Strumpf Associates, an Individual/ Sole Proprietor, Women Owned Agency and Minority Business Owner. A review panel representing workforce development and youth programs evaluated the proposal based on the criteria outlined in the RFP and recommended Strumpf Associates. The WIB Executive Committee approved the funding recommendation on April 20, 2011.

The procurement term is valid for three years. The initial contract with Strumpf Associates will be written for one year with subsequent funding for Program Years 2012/2013 and 2013/2014 contingent upon need, contract performance and funding availability.

Strumpf Associates will perform the following:

- Provide oversight to the implementation and outcome management of the WIB's new Strategic Plan.
- Establish effective data analysis, collection, and management systems for the WIB's strategic outcome measures and the organization's critical measures. Build organizational capacity on the effective use of data for performance management.
- Conduct Business and Job Seeker Customers Mystery Shop, prepare report and assist with the development of customer service improvement strategies based on outcomes.
- Assist with establishing Return on Investment (ROI) measures.
- Provide oversight to the WIB's application for the California Award for Performance Excellence.
- Manage the Council for Youth Development Quality Assurance System ensuring the certification process maintains its relevancy.

Ensure the organization's core processes are being implemented at the highest level of efficiency and effectiveness.

RF:LB:FF:MC:MR:OC:SW

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