

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

175



FROM: Economic Development Agency/Workforce Development Division

SUBMITTAL DATE:
April 10, 2014

SUBJECT: Riverside County Youth Ecology Corps Consultant for Program Years 2013/15, All Districts, [\$27,000], Title I Workforce Investment Act Youth Funds 100%, Sole Source

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the attached sole source procurement request (Procurement Request) for the provision of services by New Ways to Work, Inc. (New Ways), in an amount not to exceed \$27,000 (all inclusive), to assist with expansion of the Youth Ecology Corps Program in Riverside County; and

(Continued)

Robert Field
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 5,400	\$ 21,600	\$ 27,000	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

SOURCE OF FUNDS: Title I Workforce Investment Act Youth Funds 100%	Budget Adjustment: No
	For Fiscal Year: 2013/14

C.E.O. RECOMMENDATION:

APPROVE

BY:
Rohini Dasika

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

FORM APPROVED COUNTY COUNSEL
BY:
HAILA R. BROWN
DATE: 4-7-14
Departmental Concurrence

FISCAL PROCEDURES APPROVED
PAUL ANGUILO, CPA, AUDITOR-CONTROLLER
BY:
Esteban Hernandez
4/8/14

- A-30
- Positions Added
- 4/5 Vote
- Change Order

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Economic Development Agency

FORM 11: Riverside County Youth Ecology Corps Consultant for Program Years 2013/15, All Districts, [\$27,000], Title I Workforce Investment Act Youth Funds 100%, Sole Source

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Recommended Motion : (Continued)

2. Authorize the Assistant County Executive Officer/EDA or designee to negotiate and execute (i) a professional services agreement (or the equivalent) with New Ways consistent with the terms of the approved Procurement Request, and (ii) any subsequent amendments so long as the Board approved contract amount is not increased, provided all agreements and amendments are approved as to form by County Counsel.

BACKGROUND:

Summary

Preservation of our ecosystems is a global concern, and developing initiatives towards becoming energy self-reliant is more critical than ever. The Riverside County Economic Development Agency/Workforce Development Division would like to expand a successful 2013 Youth Ecology Corps Program with Eastern Municipal Water District (EMWD) to other Riverside County Water Municipalities. Twelve Workforce Investment Act Youth participated in that pilot project to learn about the Eastern Municipal Water District ecosystems, environmental stewardship and career and training opportunities related to the water utility industry. The pilot project has sparked interest from other water municipalities in Riverside County. The pilot project was replicated from the successful Sonoma County Youth Ecology Corps (SCYEC) developed and managed by New Ways to Work, Inc.

New Ways to Work, Inc. will develop a strategic regional plan to help address local ecosystem issues, and encourage water municipalities to partner with local Youth Opportunity Centers by offering high risk youth the opportunity to learn about the complex water ecosystem industry and develop career interest with water municipalities.

Upon approval of the attached sole source procurement request, a Professional Services Agreement (or an equivalent agreement) will be negotiated and prepared by the County and New Ways to Work, Inc., which shall be approved as to form by County Counsel. The Professional Services Agreement (or equivalent agreement) shall contain, at a minimum, the following terms and provisions:

- Terms consistent with the Board of Supervisor's approved sole source procurement request, including, but not limited to a contract price of \$27,000 all inclusive, with a term of 1 year from execution date; and
- Standards County contract terms and provisions, including, but not limited to insurance and indemnity provisions.

County Counsel has reviewed and approved the attached document. Staff recommends approval of the attached document.

Impact on Residents and Businesses

The impact for residents and local businesses is twofold. Youth will gain valuable work experience and exposure to career opportunities to participate in ecosystem management by preventing further damage to the local ecosystem. The project creates a pipeline for future workforce needs for the water utility industry; allows for large amounts of labor-intensive work to get done in a short time; has a powerful impact on current employees who work with the youth and helps address water education and community engagement goals.

(Continued)

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BACKGROUND:

Summary (Continued)

Additional Fiscal Information

New Ways to Work, Inc., is being procured as a sole source consultant due to their previous experience who designing and implementing the project and partnering with local Workforce Investment Act areas and water municipalities. Additionally, they have a proven track record with addressing the needs of the water districts. Current staff capacity and expertise is not sufficient to carry out the necessary duties to implement this project across Riverside County. Program Year 13/14 costs will be \$5,400 and Program Year 14/15 costs will be \$21,600 for a total contract cost of \$27,000. No county costs will be incurred and no budget adjustment is required. Title I Workforce Investment Act Youth Funds will be used for this program.

Contract History and Price Reasonableness

There is no prior contract history with New Ways to Work, Inc. Environmental Consultants for the Riverside, California area median salary is \$57,975 per year, source www.Glassdoor.com. New Ways to Work will charge \$27,000 for a fifteen month commitment based on a flat rate schedule-based deliverables.

Attachments:

Sole Source Procurement Request

Date: January 23, 2014

From: Rob Field Department/Agency: Economic Development Agency/Workforce Development
(Director or designee)

To: Board of Supervisors/Purchasing Agent

Via: Purchasing Agent

Subject: Sole Source Procurement; Request for (Riverside County Youth Ecology Corps
Consultant)

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

1. **Supply/Service being requested:** Consultant
2. **Supplier being requested:** Sonoma County Youth Ecology Corps (SCYEC) program; New Ways to Work
3. **Alternative suppliers that can or might be able to provide supply/service:** None
4. **Extent of market search conducted:** Internet research of consultant services
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** New Ways to Work will work directly with Eastern Municipal Water District, Metropolitan Water District, other water utilities and parks to implement the program and identify program expansion strategies, develop goals and plans for growth and sustainability beyond the first pilot program year. New Ways to Work's expertise will allow us to identify potential partners on federally-owned lands in the county, as well as other potential project sponsors.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** New Ways to Work is being procured as a sole source because they are the only known Youth Ecology Service Provider and they have extensive experience, established partnerships within the water utility industry and a replicable program design which can be implemented in Riverside County and possibly statewide in the future. Current staff capacity and expertise is not sufficient to carry out the necessary duties to implement this project
7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** \$27,000 all-inclusive. Price offered is comparable to cost offered for other customers requesting same services.
8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain).** No
9. **Period of Performance:** The term of the agreement with New Ways to Work will be for one year from execution date of the contract.

(Provide a defined period of performance. Please note multi-year terms require Board approval, unless renewable in one year increments and the Purchasing Agent approves the terms.)

Handwritten signature in blue ink

Robert Field,
Assistant County Executive Officer/EDA

Date

Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Not to exceed: \$27,000 _____
date of the contract

One time

Annual Amount through One year from execution

Handwritten signature in blue ink
Purchasing Agent

2-10-14

Date

14-348

Approval Number
(Reference on Purchasing Documents)