

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



ITEM
3.60
(ID # 4636)

MEETING DATE:

Tuesday, August 29, 2017

FROM : ECONOMIC DEVELOPMENT AGENCY (EDA) / WORKFORCE DEVELOPMENT
DEPARTMENT:

SUBJECT: ECONOMIC DEVELOPMENT AGENCY (EDA) / WORKFORCE DEVELOPMENT
DEPARTMENT: Workforce Innovation and Opportunity Act partner phase II
Memorandum of Understanding, Program Years 2017/20, entered into by the
Riverside County Workforce Development Board, County Executive Office and
the America's Job Centers of California Partners, All Districts, [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve the attached WIOA Phase II Partner MOU under the Workforce Innovation and Opportunity Act for Program Years 2017/20;
2. Authorize the Assistant County Executive Officer/EDA or designee to negotiate and execute the WIOA Phase II Partner MOU in connection with the provisions and requirements of Workforce Innovation and Opportunity Act (WIOA) including, but not limited to negotiating and signing subsequent essential and relevant documents and agreements during the term of the subsequent amendments provided that all documents, agreements and amendments are approved as to form by County Counsel;

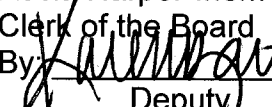
ACTION: Policy

Jeff Van Wagenen, Managing Director EDA 6/26/2017

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Ashley, seconded by Supervisor Perez and duly carried, IT
WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Washington, Perez and Ashley
Nays: None
Absent: Tavaglione
Date: August 29, 2017
xc: EDA

Kecia Harper-Ihem
Clerk of the Board
By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Title I Workforce Innovation and Opportunity Act Funds 100%			Budget Adjustment:	No
			For Fiscal Year:	17/20

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

As prescribed under the WIOA legislation, the Riverside County Workforce Development Board created the partner Memorandum of Understanding (MOU) to solidify partnerships to provide comprehensive, integrated workforce development services to businesses and jobseekers in the Local Workforce Development Area (LWDA) in accordance with WIOA and its implementing regulations, and define the roles and responsibilities of each partner as mutually agreed by the parties for the operation of the Workforce Development Center (WDC) service delivery system. The MOU development process was completed in two phases. Phase I, which was completed in June of 2016 addressed service coordination and collaboration amongst the partners (reference Agenda 3-32, June 21, 2016). Phase II addresses how to functionally and fiscally sustain the unified system described in Phase I to effectively braid funding streams, leverage resources and deliver comprehensive services to the public through the use of resource sharing and joint infrastructure costs.

The purpose of WIOA is to improve job and career options for our nation's workers and jobseekers through an integrated, job-driven public workforce system that links diverse talent to businesses. It supports the development of strong, vibrant regional economies where businesses thrive and people want to live and work, and, as a result, improve the quality of the workforce, and enhance the productivity and competitiveness of the United States. WIOA encourages greater collaboration and partnerships among employers, community colleges, and universities to promote innovative pay-for-performance models to ensure that funds are being spent effectively and efficiently.

Impact on Residents and Businesses

The WIOA Phase II Partner MOU strengthens the ability of the workforce system to align investments in workforce, education, and economic development with regional in-demand jobs. It also focuses on the importance of providing job seeker and business customers with access to high-quality One-Stop centers connecting them with the full range of services available throughout Riverside County.

SUPPLEMENTAL:

Additional Fiscal Information

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

The County receives funding from WIOA through a subgrant with the State of California Employment Development Department (EDD) authorizing and enabling it to contract with public agencies, private for-profit and non-profit organizations to provide job training activities and related services which are in addition to those which would otherwise be available in the area in the absence of such funds.



Partners will share in the operation cost of the system, either in cash or in-kind services. The cost of services, operating costs and infrastructure cost of the system will be funded by all WDB partners through the attached negotiated cost sharing agreement, based on an agreed upon formula.

Contract History and Price Reasonableness

The WIOA Phase II Partner MOU is the cost sharing agreement and all partners will contribute a fair share to the operational costs of the One-Stop system using a cost sharing methodology established and agreed upon by all partners with guidance from the State of California.

Attachment: WIOA Phase II Partner MOU

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Nehini Basua, Principal Management Analyst	Gregory V. Priarios, Director County Counsel
8/21/2017	8/17/2017

**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT**

Local Workforce Development Area: Riverside County

Workforce Development Center Operations

PREAMBLE

This Memorandum of Understanding (MOU), made on the 1st day of January, 2018 is an operational agreement entered into by the Riverside County Workforce Development Board (WDB) and the Mandatory WIOA Partners and Additional Partners as identified by both signatory pages and Attachment A, included as Parties to this MOU to create a partnership to provide comprehensive, integrated workforce development services to businesses and jobseekers in the Local Workforce Development Area (LWDA) in accordance with WIOA and its implementing regulations.

The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities of each partner as mutually agreed by the parties for the operation of the Workforce Development Center (WDC) service delivery system in WIOA Local Workforce Area: Riverside County as required under the Workforce Innovation and Opportunity Act (WIOA).

Agreement Period

This MOU will be in effect from January 1, 2018 through June 30, 2020, unless an extension is granted per Article I Partner Consensus; Amendments. The budgets outlining infrastructure cost for each AJCC in the Local Riverside Area and the other shared cost allocated to each partner based upon the agreed upon cost allocation methodology will be reviewed on a yearly basis. The initial determination will be reconciled against actual costs incurred and adjusted accordingly.

Co-located AJCC Partners Participating in Agreement to Share Infrastructure Cost

**Comprehensive AJCC #1 Riverside
1325 Spruce Street
Riverside, California 92507**

Partners Co-located at this AJCC:

Department of Rehabilitation

Employment Development Department – Wagner-Peyser /TAA / Veterans

Job Corps Outreach & Admissions - Cornerstone Solutions

Lifelong Learning Administration Corporation (LLAC)

Riverside County Economic Development Agency – Workforce Development Division

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Comprehensive AJCC #2 Indio
44-199 Monroe Street
Indio, California 92201

Partners Co-located at this AJCC:

Employment Development Department – Wagner-Peyser / TAA / Veterans / Migrant / Seasonal Farm Workers
Riverside County Department of Rehabilitation
Riverside County Economic Development Agency – Workforce Development Division

Comprehensive AJCC #3 Hemet
749 State Street
Hemet, California 92543

Partners Co-located at this AJCC:

Employment Development Department – Wagner-Peyser / TAA / Veterans
Riverside County Economic Development Agency – Workforce Development Division

AJCC Partners Included in the Sharing of Other AJCC Cost

- | | |
|------------------------------------------------------------------------------|--------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Title I Adult, Dislocated Worker & Youth | <input checked="" type="checkbox"/> Title V Older Americans Act |
| <input checked="" type="checkbox"/> Title II Adult Education and Literacy | <input checked="" type="checkbox"/> Job Corps |
| <input checked="" type="checkbox"/> Title III Wagner-Peyser | <input checked="" type="checkbox"/> Native American Programs |
| <input checked="" type="checkbox"/> Title IV Vocational Rehabilitation | <input checked="" type="checkbox"/> Migrant Seasonal Farmworkers |
| <input checked="" type="checkbox"/> Carl Perkins Career Technical Ed. | <input checked="" type="checkbox"/> Veterans |
| <input checked="" type="checkbox"/> TANF/CalWorks | <input checked="" type="checkbox"/> Youth build |
| <input checked="" type="checkbox"/> Trade Adjustment Assistant Act | <input checked="" type="checkbox"/> Center for Employment Training |
| <input checked="" type="checkbox"/> Housing and Urban Development | <input checked="" type="checkbox"/> Unemployment Compensation |
| <input checked="" type="checkbox"/> Alta Vista Innovation H. S. | <input checked="" type="checkbox"/> El Sol Neighborhood Ed. Center |
| <input checked="" type="checkbox"/> Alta Vista South Public Charter | <input checked="" type="checkbox"/> Community Action Block Grant |

Article I: Partner Consensus

A Local Funding Mechanism was used, negotiated by the Riverside County Workforce Development Board with all AJCC partners in accordance with WIOA Joint Final Rule Section 678.715. The WDB convened several participatory meetings with the Phase I AJCC partners listed in Attachment A to collaboratively develop the WIOA Phase II MOU to reach a consensus on how the Riverside County America's Job Center of California System will be sustained through joint infrastructure cost funding and resource sharing.

Amendments

- A. This MOU may be amended upon mutual agreement of the parties that is not inconsistent with federal, state, or local laws, regulations, rules, plans, or policies or for one or more of the following reasons:
1. The addition or removal of a partner from this MOU.
 2. Removal or addition of program responsibilities for any partner that administers more than one federal program.
 3. An extension of the effective ending date per Amendments, Section B.
 4. A change in the WDC Operator or Fiscal Agent or a change in the physical location of a WDC.
 5. A change in the services, service delivery methods currently utilized, referral methods, methods to determine fair share, or methods to allocate costs.
- B. All parties agree that amendments for the reasons listed in Paragraphs 1 and 2 of Section A need only be signed by authorized representatives of the LWDB, the CEO, and the affected partner(s). Amendments for the reasons listed in all other Paragraphs of this Article or for any changes that will affect the responsibilities of all parties, require the signatures of all parties. The MOU shall be reviewed not less than once every three-year period to ensure appropriate funding and delivery of services; should parties request an extension to the MOU, a review of services shall be conducted prior to granting the extension.

All amendments will involve the following process:

1. The party seeking an amendment will submit a written request to the LWDB that includes:
 - a. The requesting party's name.
 - b. The reason(s) for the amendment request.

- c. Each Article and Section of this MOU that will require revision.
 - d. The desired date for the amendment to be effective.
 - e. The signature of the requesting party's authorized representative.
2. If the request is approved, the LWDB will notify the remaining parties of the intent to amend and will provide each remaining party thirty (30) days from the date of the notice (unless another timeframe is specified in the notice) to review the anticipated changes and to submit a response to LWDB. Failure by a party to respond within the prescribed timeframe will be deemed that party's approval of the proposed changes.
 3. In the event that a remaining party or parties have questions and/or concerns or if a consensus cannot be reached regarding the proposed amendment, the party or parties must list its questions and/or concerns in writing and submit the list to LWDB within the specified timeframe.
 4. LWDB will review the listed questions/concerns and will issue a response within fifteen (15) days of receipt of the list. If LWDB deems it necessary, the listed questions/concerns will be sent to all other parties and/or a meeting with all parties will be scheduled to discuss the proposed changes and to achieve consensus on a final amendment draft.
 5. The final, approved amendment draft will be signed by authorized representatives of the affected partners, then submitted to LWDB for the final signature.
 6. LWDB will distribute copies of the fully executed amendment to all parties and to EDA/WDC as the MOU oversight agency upon execution.
- C. This writing constitutes the entire agreement among the parties with respect to each party's role and responsibility in the Area's WDC service delivery system. All parties agree that any amendments to any applicable laws or regulations cited herein will result in the correlative modification of this MOU without necessitating a formal, written amendment.
- D. All parties agree to communicate details of the amendment to their respective staff members whose responsibilities may be impacted by changes and further agree to ensure that their respective staff members are referencing or utilizing the most current version of the MOU and attachments in the performance of responsibilities under this MOU.
- E. Amendments that will require the signatures of all parties must be executed no later than ninety (90) days prior to the end of the MOU period and amendments

that require only the signatures of the LWDB, the CEO, and the affected parties must be executed no later than 45 days from the end of the current State Fiscal Year.

Impasses

The AJCC Partners will participate in regular meetings with a consensus decision making process. When consensus cannot be reached, the AJCC Partner agrees to use a majority rule voting process with the other AJCC Partners to resolve issues of non-agreement for the duration of this MOU.

AJCC Partners will meet on a quarterly basis, at minimum. Meetings may occur face-to-face, via video conferencing and/or conference call. The AJCC Partner agrees to participate in these meetings and meeting agendas will include discussion of action items prior to voting.

Article II: AJCC Partner Cross Training and Outreach

All partners participating in this memorandum of understanding agree to provide subject matter expertise through informational videos, DVDs, powerpoints and fact sheets to conduct AJCC Partner cross training on services and programs. All cross training materials will be accessible to all partners online through the Sharepoint data management system. All partners agree to have staff members become familiar with the services and programs of each respective AJCC partnering agency.

AJCC WIOA Orientations are accessible online for partner and customer viewing and may be conducted live at partnering Title II Adult Education locations based upon need and staff availability. An updated AJCC orientation video which includes all partners will be completed no later than December 2017. An AJCC WIOA Orientation schedule for Adult Education is listed in Attachment "D".

Article III: Co-located Partners

For the purposes of the MOU, co-located partners shall be defined as those partners who are co-located within the AJCC and sublease from the principle lessor, which is Riverside County Economic Development Agency- Workforce Development Division. Partners who are located in the same building but are not within the AJCC shall be considered non co-located as they do not share common space.

Article IV: AJCC's Infrastructure Budgets & Methodology

In accordance with the WIOA (Public Law 113-128) Section 121 and the Title 2 Code of Federal Regulations (CFR) Part 200, cost allocations methodology to share infrastructure cost were determined based upon each co-located partner's square footage which includes dedicated space to partners and a portion of common space. Budgets for each co-located Partner are listed in Attachment "B".

AJCC Infrastructure Budget AJCC #1 Riverside		
Cost Category/Line Item	Line Item Cost Detail	Cost
Rent (Includes Rent, Utilities, Insurance & Bldg Maintenance)		
Rental of Facilities		
Total Space	36371 Sq Ft	\$ 807,436
LFM Space Allocation via Square Footage	90% of Total Cost	\$726,692
Rental Costs Subtotal:		\$ 807,436
Utilities and Maintenance		
Telephones (Landlines)		
Total Lines	55	\$ 8,184
Common Lines (\$12.40 Per Line)	5	\$ 744
Utilities and Maintenance Costs Subtotal:		\$ 8,184
Equipment		
Maint – Office Equipment		
Total	23	\$ 3,788
Common (\$13.72 per)	8	\$ 1,317
Equipment Costs Subtotal:		\$ 3,788
Technology to Facilitate Access to the AJCC		
RCIT		
Total	99	\$ 177,459
Common (149.38 per computer)	51	\$ 91,421
High-Speed Internet		
Total	99	\$ 59,714
Common (50.26 per PC, per month)	51	\$ 30,759
Technology to Facilitate Access Costs Subtotal:		\$ 237,173
TOTAL INFRASTRUCTURE COST FOR THIS AJCC:		\$ 1,056,581
TOTAL INFRASTRUCTURE COST TO BE SHARED FOR THIS AJCC:		\$ 850,933

AJCC Infrastructure Budget AJCC #2 Indio		
Cost Category/Line Item	Line Item Cost Detail	Cost
Rent (Includes Rent, Utilities, Insurance & Bldg Maintenance)		
Rental of Facilities		
Total Space	17468 Sq Ft	\$ 530,328
LFM Space Allocation via Square Footage	63% of Total Cost	\$ 334,107
Rental Costs Subtotal:		\$ 530,328
Utilities and Maintenance		
Telephone (Landlines)		
Total (10.83 Per)	10	\$ 1,300
Common	6	\$ 780
Utilities and Maintenance Costs Subtotal:		
Equipment		
Maint – Office Equipment		\$
Total (44.45 per)	11	\$ 5,868
Common	6	\$ 3,200
Equipment Costs Subtotal:		\$ 5,868
Technology to Facilitate Access to the AJCC		
RCIT		\$
Total	81	\$ 145,197
Common (149.38 Per Computer)	66	\$ 118,309
High-Speed Internet		
Total	81	\$ 9,483
Common (9.76 per PC, per month)	66	\$ 7,730
Technology to Facilitate Access Costs Subtotal:		\$ 154,680
TOTAL INFRASTRUCTURE COST FOR THIS AJCC:		\$ 692,176
TOTAL INFRASTRUCTURE COST TO BE SHARED FOR THIS AJCC:		\$ 464,126

AJCC Infrastructure Budget AJCC #3 Hemet		
Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Rental of Facilities		
Total	5693 Sq Ft	\$ 79,247
LFM Space Allocation via Sq. Ft.	68% of Total Cost	\$ 53,888
Rental Costs Subtotal:		\$ 79,247
Utilities and Maintenance		
Telephones Service (Landlines)		\$
Total (3.92 per)	16	\$ 752
Common	4	\$ 188
Utilities and Maintenance Costs Subtotal:		\$
Equipment		
Maint – Office Equipment		
Total (11.93 per)	6	\$ 859
Common	4	\$ 573
Equipment Costs Subtotal:		\$ 859
Technology to Facilitate Access to the AJCC		
RCIT		
Total (149.38 per)	34	\$ 60,947
Common	21	\$ 37,644
High-Speed Internet		
Total	34	\$ 5,483
Common (13.44 Per PC, Per Month)	21	\$ 3,387
Technology to Facilitate Access Costs Subtotal:		\$ 66,430
TOTAL INFRASTRUCTURE COST FOR THIS AJCC:		\$ 147,288
TOTAL INFRASTRUCTURE COST TO BE SHARED FOR THIS AJCC:		\$ 95,680

Signature Page: Co-located Partners Sharing AJCC Infrastructure Costs

The CEO, the Local Board Chairperson, and all co-located AJCC partners included in the sharing of infrastructure costs must sign.

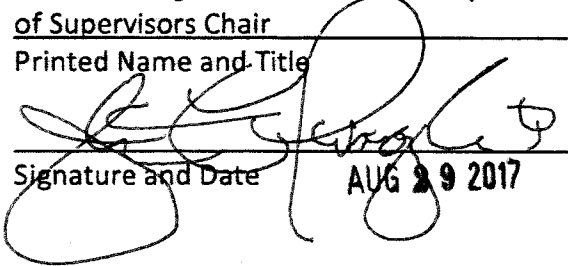
By signing below, all parties agree to the terms prescribed in the IFA.

(Riverside County Board of Supervisors)

John F. Tavaglione, Riverside County Board
of Supervisors Chair

Printed Name and Title

Signature and Date


AUG 29 2017

(EDA Workforce Development Division)

Heidi Marshall, Director of Workforce
Development

Printed Name and Title

Signature and Date

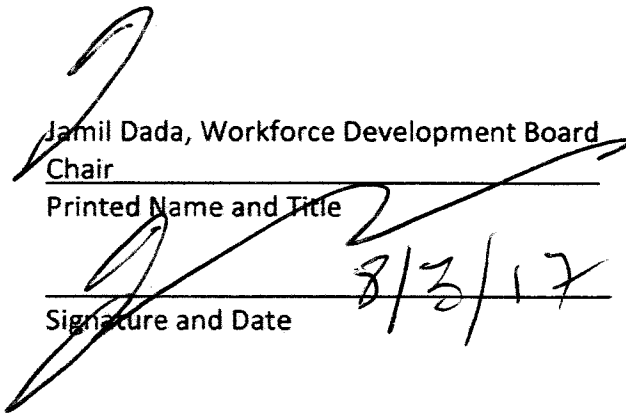
 8/3/2017

(Workforce Development Board)

Jamil Dada, Workforce Development Board
Chair

Printed Name and Title

Signature and Date



8/3/17

**(Employment Development Department –
Workforce Services Branch)**

Cheri Greenlee, Deputy Division Chief,
Employment Development Dept. Workforce
Services

Printed Name and Title

Signature and Date

 8/4/17

FOR APPROVED COUNTY COUNSEL

BY: 
NEAL R. KIPNIS

DATE

ATTEST:

KECIA HARRER-JHEM, Clerk

By: 

DEPUTY

(Job Corps – Cornerstone Solutions)

Ronald Jones, President & CEO
Printed Name and Title

Signature and Date

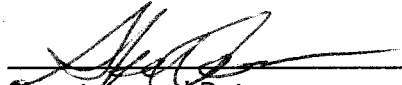
(Department of Rehabilitation)

Robert Loeun, DOR Inland Empire District
Administrator

Printed Name and Title
Robert Loeun 7/31/2017
Signature and Date

(Lifelong Learning Administration Corp.)

Skip Hansen, Corporate Vice President
Printed Name and Title

 8/3/17
Signature and Date

Article V: Non-Co-located Partners

All non-co-located AJCC partners agree that once a statewide data tracking system has been developed that can provide accurate and reliable data for allocating the benefits received by non-co-located partners such as, the number of referrals to and from the AJCC, usage of AJCC based services and usage of the comprehensive AJCC; and sufficient data has been collected and is available, they agree that the infrastructure cost agreement will be renegotiated to include their proportionate share of contributions towards paying for AJCC infrastructure cost.

(Department of Public Social Services)

Susan von Zabern, Director, Department of
Public Social Services

Printed Name and Title

Susan von Zabern
Signature and Date 8/15/17

(Riverside County Office on Aging)

Anna Martinez, Director,

Printed Name and Title

Anna Martinez 8/2/17
Signature and Date

(Beaumont Unified School District)

Penni Harbauer, Assistant Superintendent
of Business Services

Printed Name and Title

Penni Harbauer 8/9/17
Signature and Date

(Coachella Valley Unified School District)

Dr. Edwin Gomez, Superintendent

Printed Name and Title

Signature and Date

(Corona-Norco Unified School District)

Jordana Moreno, Director
Printed Name and Title

Signature and Date

(Jurupa Unified School District)

Dave Doubravsky, Assistant Superintendent
Printed Name and Title

Signature and Date

(Lake Elsinore Unified School District)

Arleen Sanchez, Chief Business Official
Printed Name and Title

Arleen Sanchez 8.1.17
Signature and Date

(Moreno Valley Unified School District)

Dr. Martinrex Kedziora, Superintendent
Printed Name and Title

Signature and Date

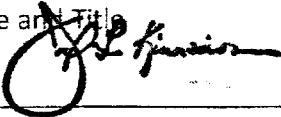
(Murrieta Valley Unified School District)

Pat Kelly, Superintendent
Printed Name and Title

Signature and Date

(College of the Desert)

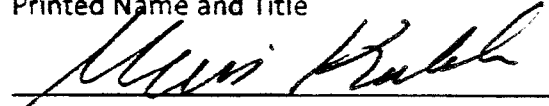
Joel L. Kinnamon, Ed.D. Superintendent /
President

Printed Name and Title


Signature and Date 8/15/17

(Riverside Unified School District)

Mays Kakish, Chief Business Officer,
Governmental Relations
Printed Name and Title



Signature and Date

(Mt. San Jacinto Community College)

Beth Gomez, Vice President, Business
Services

Printed Name and Title
Beth Gomez 8/14/17

Signature and Date

(Job Corps –Inland Empire)

Suzanne Schaeffer, Center Director

Printed Name and Title

Suzanne J. Schaeffer 8/2/17
Signature and Date

(Housing Authority)

Heidi Marshall, Director

Printed Name and Title

Heidi Marshall 8/3/2017
Signature and Date

(Riverside Community College District)

Dr. Michael Burke, Chancellor

Printed Name and Title

Michael P. Burke
Signature and Date
8/9/17

(California Family Life Centers)

Mary Jo Ramirez, Program & Development
Director

Printed Name and Title

Mary Jo Ramirez 8/9/17
Signature and Date

(CA Indian Manpower Consortium Inc.)

Lorenda T. Sanchez, Executive Director
Printed Name and Title

Lorenda Sanchez 8/11/2017
Signature and Date

(Community Action Partnership)

Brenda Freeman, Executive Director
Printed Name and Title

Brenda Freeman 8/15/17
Signature and Date

(Employment Development Department – UI Division)

Natasha Gillyard, Administrator, Riverside UI Center, Employment Development Dept. UI Branch
Printed Name and Title

N. Gillyard 8/4/17
Signature and Date

(Riverside County Office of Education)

Diana Walsh Reuss, Associate Superintendent of Student Programs and Services
Printed Name and Title

D. Reuss 8/3/17
Signature and Date

(Center for Employment Training)

Hermelinda Sapien, CEO
Printed Name and Title

Hermelinda Sapien 7/26/17
Signature and Date

(El Sol Neighborhood Education Centers)

Alexander Fajardo, Executive Director
Printed Name and Title

[Signature] 08/10/17
Signature and Date

(Alta Vista South Public Charter dba Learn4Life, (AVSPC))

Bill Toomey, Chief Academic Officer
Printed Name and Title

Bill Toomey 8/3/2017
Signature and Date

(Alta Vista Innovation H. S. dba Learn4Life, (AVIHS))

Bill Toomey, Chief Academic Officer
Printed Name and Title

Bill Toomey 8/3/2017
Signature and Date

Article V: Career Services and Consolidated Career Services Budget

Summary of Career Services Applicable to Each One-Stop Delivery System Partner (Phase I MOU)									
Basic Career Services	T-I Adult	T-I DW	T-I Youth	T-II AEL	T-III W/P	T-IV VR	TANF		
T-I Program Eligibility	X	X	X			X			
Outreach, Intake, Orient	X	X	X	X	X	X	X		
Initial Assessment	X	X	X	X	X	X	X		
Labor Exch/Job Search	X	X	X		X	X	X		
Referrals to Partners	X	X	X	X	X	X	X		
LMI	X	X	X		X	X			
Performance/Cost Info	X	X	X				X		
Support Service Info	X	X	X			X			
UI Info/Assistance					X				
Financial Aid Info	X	X	X	X					
Basic Career Services	Tech Ed	T-V OAA	Job Corps	Native Am	MSF	YouthBuild	TAA		
T-I Program Eligibility			X	X		X			
Outreach, Intake, Orient	X	X	X	X	X	X	X		
Initial Assessment	X	X	X	X	X	X	X		
Labor Exchange/Job Search	X	X	X	X	X	X	X		
Referrals to Partners		X	X	X	X	X	X		
LMI	X		X	X	X	X	X		
Performance/Cost Info	X	X		X		X			

	Tech Ed	T-V OAA	Job Corps	Native Am	MSF	YouthBuild	TAA
Individual Career Services							
Financial Literacy	X	X	X				
Workforce Preparation	X	X	X	X		X	
Comp Assessment			X			X	X
IEP		X	X	X		X	X
Career Plan/Counsel	X	X	X	X	X	X	X
Short-Term Prevoc.			X			X	
Internships/Work Experience	X		X			X	
Out-of-Area Job Search			X		X		X
Financial Literacy			X	X		X	
Workforce Preparation	X	X	X	X		X	
Individual Career Services	Comm Act	Housing	UI	Veterans	AVHS/AVPCS	ET-Soft	CBT
Comp Assessment				X	X	X	
IEP	X	X		X		X	X
Career Plan/Counsel	X	X		X	X	X	X
Short-Term Prevoc							
Internships/Work Experience	X						
Out-of-Area Job Search				X			X
Financial Literacy							X
Workforce Preparation	X	X			X	X	X

Consolidated Career Services Budget

Consolidated Budget for the Delivery of Applicable Career Services							
Applicable Career Services	T-I Adult	T-I DW	T-I Youth	T-II AEL	T-III WP	T-IV VR	TANF
Basic Career Services: T-I Eligibility/Initial Assess Outreach, Intake, Orient Labor Exchange/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info	\$ 1,367,763	\$ 1,122,968	\$ 200,170	\$ 289,338	\$ 2,485,739	\$ 1,069,085	\$ 8,632,202
Applicable Career Services	Tech Ed	T-V OAA	Job Corps	Native Am	MSF	Youth Build	TAA
Basic Career Services: T-I Eligibility/Initial Assess Outreach, Intake, Orient Labor Exchange/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info	\$ 225,000	\$ 241,500	\$ 30,750	\$ 129,770	\$ 800,000	\$ 40,000	\$ 883,274
Applicable Career Services	Comm Act	Housing	UI	Veterans	AVHS/AVPCS	EI Sol	CET
Basic Career Services: T-I Eligibility/Initial Assess Outreach, Intake, Orient Labor Exchange/Job Search Referrals/LMI							

Support Service Info UI Info/Fin Aid Info	\$ 275,000	\$ 469,000	\$ 624	\$ 876,584	\$ 150,000	\$ 31,968	\$ 281,250
Applicable Career Services	T-J Adult	T-J DW	T-J Youth	T-II AEL	T-III WP	T-IV VR	TANF
Individual Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Pre-vocational Internship/Work Experience Financial Literacy	\$ 810,975	\$ 892,439	\$ 1,268,584	\$ 289,338	\$ 480,974	\$ 1,069,085	\$ 16,527,416
Applicable Career Services	Tech Ed	T-V OAA	Job Corps	Native Am	MSF	Youth Build	TAA
Individual Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Pre-vocational Internship/Work Experience Financial Literacy	\$ 225,000	\$ 125,753	\$ 30,750	\$ 129,770	\$ 120,000	\$ 44,000	\$ 146,473
Applicable Career Services	Comm Act	Housing	UI	Veterans	AVHS/AVPCS	EI Sol	CET
Individual Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Pre-vocational Internship/Work Experience Financial Literacy	\$ 225,000	\$ 234,500	\$ 93,669	\$ 142,946	\$ 150,000	\$ 31,968	\$ 281,250
Consolidated budget total of career services delivered through the One-Stop system: \$ 45,891,080							

Article VI: Other Shared Cost

- A. In compliance with WIOA Joint Rule Section 678.760, the AJCC Partners will use a portion of funds made available under their authorizing federal statute or fairly evaluated in-kind contributions to share the additional cost related to the One-Stop Delivery System. These cost may be shared through cash, in-kind or third party in-kind contributions. Riverside County AJCC Partners agree to share non-cash in-kind services to off set the cost of the AJCC Operator and AJCC Partner Staff Training.
- a. The AJCC Partners acknowledge the shared services provided by the One-Stop Operator as defined by the Workforce Development Board in a procurement process include:
 - i. Management of the partner MOU's and understand each partner's program services and contributions to the workforce system.
 - ii. Develop new partner opportunities, Identify any silos with partners, manage access and coordination of all AJCC services and confirm services accessed by customers are consistent, professional and in alignment with workforce goals.
 - iii. Ensure Labor Market Information, training information and coordination with other grant sources are in support the of the WDB's demand industries.
 - iv. Coordinate the service delivery of required AJCC partners and service providers to ensure each partner contributes to the support of the AJCC.
 - v. Ensuring the implementation of partner responsibilities and contributions agreed upon in Memorandums of Understanding, avoid duplication of services and streamline processes.
 - vi. Insure partner referrals are done in a real-time environment using the most efficient method of contact through electronic media and confirming by telephone calls.
 - vii. Implement policies established by the WDB and adhering to all applicable federal and state guidance.
 - b. The cost of the AJCC Operator will be based upon experience, skills, and fair market value of a professional operator/coordinator, not to exceed \$100,000.
 - c. The methodology used to determine AJCC Partners proportionate share of other AJCC Shared Cost is based upon total allocation of WIOA funding. Each partner submitted their WIOA funding which was added together for a total Local Area funding. Each Partners' allocation was divided by that total to determine their percentage of cost. That percentage was multiplied by the total cost of the Other Shared AJCC cost, in this case, the One-Stop Operator salary to determine their

proportionate share. For non-co-located partners who do not receive WIOA funding, their percentage will be .75% based upon a majority vote of all AJCC Partners. All shared cost, both in cash and in kind are to be received no later than June 30 of each year. The budget for other shared cost may be renegotiated on a yearly basis based upon yearly salary increases or decreases. A schedule of in-kind contribution is listed in Attachment "C".

B. AJCC Partner Staff Cross Training

- a. Through in-kind contributions, the AJCC Partners agree to provide subject matter experts and expertise to conduct AJCC Partner Staff Cross Training on programs and services. Cross Training may be provided through Partner Agency videos, webinars, fact sheets, powerpoint presentation and/or when possible, in person.

C. Applicable Career Services

- a. All AJCC Partners shall provide an array of applicable career services to Riverside County residents as set forth in Article V, Summary of Applicable Career Services.
- b. The required consolidated Budget is set forth in part II of Article V. This Budget consist of the total cost for each applicable career services category, with a total listed for the area.

Signature Page: AJCC Partners Sharing Other One-Stop System Costs

All partners who signed the Phase I MOU must sign the Phase II MOU.

By signing below, all parties agree to the terms prescribed in the sharing of other One-Stop system costs.

(Riverside County Board of Supervisors)

John F. Tavaglione, Riverside County Board
of Supervisors Chair

Printed Name and Title

Signature and Date

ANG 29 2017

(Workforce Development Board)

Jamil Dada, Workforce Development Board
Chair

Printed Name and Title

Signature and Date

8/3/17

(Job Corps - Cornerstone Solutions)

Ronald Jones, President and CEO

Printed Name and Title

Signature and Date

(EDA Workforce Development Division)

Heidi Marshall, Director of Workforce
Development

Printed Name and Title

Signature and Date

8/3/2017

**(Employment Development Department -
Job Services Division)**

Cheri Greenlee, Deputy Division Chief,
Employment Development Dept. Workforce
Services

Printed Name and Title

Signature and Date

Cheri Greenlee 8/4/17

(Department of Rehabilitation)

Robert Loeun, DOR Inland Empire District
Administrator

Printed Name and Title

Signature and Date

7/31/2017

FORM APPROVED COUNTY COUNSEL

BY: NEAL R. KIPNIS DATE

ATTEST:
KECIA HARPER-IHEM, Clerk
DEPUTY

(Department of Public Social Services)

Susan von Zabern, Director, Department of
Public Social Services

Printed Name and Title

Susan von Zabern

Signature and Date 8-15-17

(Riverside County Office on Aging)

Anna Martinez, Director

Printed Name and Title

Anna Martinez 8/2/17

Signature and Date

(Beaumont Unified School District)

Penni Barbauer, Assistant Superintendent
of Business Services

Printed Name and Title

Penni Barbauer 8/9/17

Signature and Date

(Coachella Valley Unified School District)

Dr. Edwin Gomez, Superintendent

Printed Name and Title

Signature and Date

(Corona-Norco Unified School District)

Jordana Moreno, Director
Printed Name and Title

Signature and Date

(Lake Elsinore Unified School District)

Arleen Sanchez, Chief Business Official
Printed Name and Title

Arleen Sanchez 8.1.17
Signature and Date

(Jurupa Unified School District)

Dave Doubravsky, Assistant Superintendent
Printed Name and Title

Signature and Date

(Moreno Valley Unified School District)

Dr. Martinrex Kedziora, Superintendent
Printed Name and Title

Signature and Date

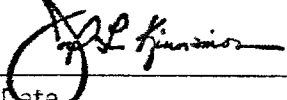
(Murrieta Valley Unified School District)

Pat Kelly, Superintendent
Printed Name and Title

Signature and Date

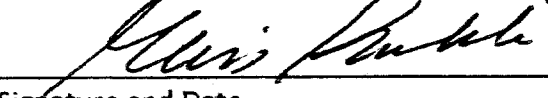
(College of the Desert)

Joel L. Kinnamon, Ed.D. Superintendent /
President
Printed Name and Title


Signature and Date 8-15-17

(Riverside Unified School District)

Mays Kakish, Chief Business Officer,
Governmental Relations
Printed Name and Title


Signature and Date

(Mt. San Jacinto Community College)

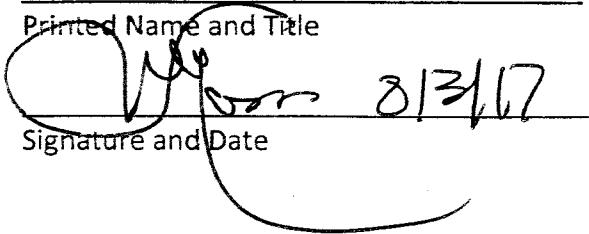
Beth Gomez, Vice President, Business
Services
Printed Name and Title

 8/14/17
Signature and Date

(Riverside County Office of Education)

Diana Walsh Reuss, Associate
Superintendent of Student Programs and
Services

Printed Name and Title

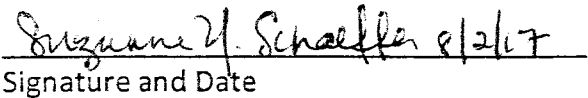
 8/31/17

Signature and Date

(Job Corps - Inland Empire)

Suzanne Schaeffer, Center Director

Printed Name and Title

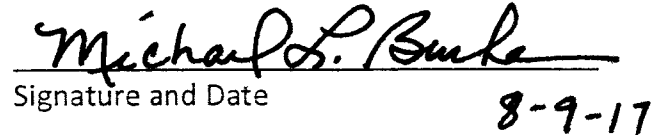
 8/2/17

Signature and Date

(Riverside Community College District)

Dr. Michael Burke, Chancellor

Printed Name and Title

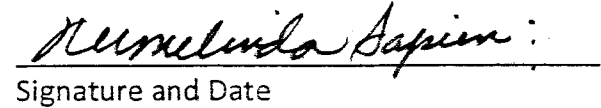
 8-9-17

Signature and Date

(Center for Employment Training)

Hermelinda Sapien, CEO

Printed Name and Title



Signature and Date

(Housing Authority)

Heidi Marshall, Director

Printed Name and Title

Heidi Marshall 8/3/2017
Signature and Date

*(Employment Development Department –
Unemployment Insurance Branch)*

Natasha Gillyard, Riverside UI Center

Development Dept. UI Branch

Printed Name and Title

N. Gillyard 8/4/17
Signature and Date

(CA Indian Manpower Consortium Inc.)

Lorenda T. Sanchez, Executive Director

Printed Name and Title

Lorenda Sanchez 8/11/2017
Signature and Date

(California Family Life Centers)

Mary Jo Ramirez, Program & Development

Director

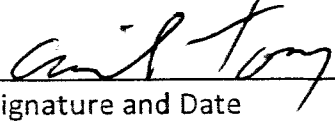
Printed Name and Title

Mary Jo Ramirez 8/9/17
Signature and Date

(Alta Vista Innovation H.S. dba Learn4Life)

Bill Toomey, Chief Academic Officer

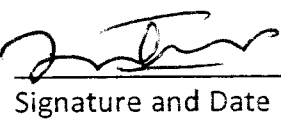
Printed Name and Title

 8/3/2017
Signature and Date

(El Sol Neighborhood Education Centers)

Alexander Fajardo, Executive Director

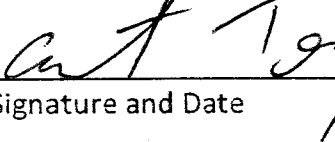
Printed Name and Title

 8/10/17
Signature and Date

(Alta Vista South Public Charter dba Learn4Life)

Bill Toomey, Chief Academic Officer


Printed Name and Title

 8/3/2017
Signature and Date

(Community Action Partnership)

Brenda Freeman, Executive Director


Printed Name and Title

 8/15/17
Signature and Date

(Lifelong Learning Administration Corp.)

Skip Hansen, Corporate Vice President

Printed Name and Title

 8/3/17
Signature and Date

Article V: Termination / Separation

- A. **MOU Termination:** This MOU will remain in effect until the end date specified in the Agreement Period, unless:
1. All parties mutually agree to terminate this MOU.
 2. Funding cuts by one or more federal programs are so substantial that WDC operations cannot continue as specified herein and a new MOU must be negotiated.
 3. WIOA regulations or statute is repealed or substantially altered.
 4. Local area designations are changed.
- B. **Partner Separation:** WIOA Section 121(c) mandates the execution of this MOU between the LWDB and partners. However, any single partner may terminate its participation as a party to this MOU upon thirty (30) days written notice to the LWDB. In such an event, the LWDB will provide written notice to all remaining partners and will amend this MOU per Amendments, Section B. The termination of one or more partner's participation as a party will not result in a termination of this MOU unless the number or contribution of the terminating partner(s) is so substantial that it necessitates the negotiation of a new MOU.
- C. **Effect of Termination:** Per WIOA Section 121, any partner that terminates its role as a party to this MOU is no longer eligible to participate as a partner in the WDC system and will not be permitted to serve on the LWDB as a WDC partner representative.
- D. **Partner Disqualification:** An entity identified as a required partner at the time of execution of this MOU that subsequently loses federal funding or the authority to administer the federal program in the Area and therefore no longer qualifies as a required partner under WIOA Section 121(b)(1) must send written notice of the change in status to the LWDB as soon as possible. In such an event, a formal amendment to this MOU per Amendments, Section B will be required. The entity may continue as an additional partner if mutually agreed by the LWDB, CEO, and the remaining partners.

Article VI: Amendment

- A. This MOU may be amended upon mutual agreement of the parties that is not inconsistent with federal, state, or local laws, regulations, rules, plans, or policies or for one or more of the following reasons:
6. The addition or removal of a partner from this MOU.

7. Removal or addition of program responsibilities for any partner that administers more than one federal program.
8. An extension of the effective ending date per Amendments, Section B.
9. A change in the WDC Operator or Fiscal Agent or a change in the physical location of a WDC.
10. A change in the services, service delivery methods currently utilized, referral methods, methods to determine fair share, or methods to allocate costs.

B. All parties agree that amendments for the reasons listed in Paragraphs 1 and 2 of Section A need only be signed by authorized representatives of the LWDB, the CEO, and the affected partner(s). Amendments for the reasons listed in all other Paragraphs of this Article or for any changes that will affect the responsibilities of all parties, require the signatures of all parties. The MOU shall be reviewed not less than once every three-year period to ensure appropriate funding and delivery of services; should parties request an extension to the MOU, a review of services shall be conducted prior to granting the extension.

All amendments will involve the following process:

7. The party seeking an amendment will submit a written request to the LWDB that includes:
 - f. The requesting party's name.
 - g. The reason(s) for the amendment request.
 - h. Each Article and Section of this MOU that will require revision.
 - i. The desired date for the amendment to be effective.
 - j. The signature of the requesting party's authorized representative.
8. If the request is approved, the LWDB will notify the remaining parties of the intent to amend and will provide each remaining party thirty (30) days from the date of the notice (unless another timeframe is specified in the notice) to review the anticipated changes and to submit a response to LWDB. Failure by a party to respond within the prescribed timeframe will be deemed that party's approval of the proposed changes.
9. In the event that a remaining party has questions and/or concerns regarding the proposed amendment, the party must list its questions and/or concerns in writing and submit the list to LWDB within the specified timeframe.

10. LWDB will review the listed questions/concerns and will issue a response within fifteen (15) days of receipt of the list. If LWDB deems it necessary, the listed questions/concerns will be sent to all other parties and/or a meeting with all parties will be scheduled to discuss the proposed changes and to achieve consensus on a final amendment draft.
 11. The final, approved amendment draft will be signed by authorized representatives of the affected partners, then submitted to LWDB for the final signature.
 12. LWDB will distribute copies of the fully executed amendment to all parties and to EDA/WDC as the MOU oversight agency upon execution.
- C. This writing constitutes the entire agreement among the parties with respect to each party's role and responsibility in the Area's WDC service delivery system. All parties agree that any amendments to any applicable laws or regulations cited herein will result in the correlative modification of this MOU without necessitating a formal, written amendment.
- D. All parties agree to communicate details of the amendment to their respective staff members whose responsibilities may be impacted by changes and further agree to ensure that their respective staff members are referencing or utilizing the most current version of the MOU and attachments in the performance of responsibilities under this MOU.
- E. Amendments that will require the signatures of all parties must be executed no later than ninety (90) days prior to the end of the MOU period and amendments that require only the signatures of the LWDB, the CEO, and the affected parties must be executed no later than 45 days from the end of the current State Fiscal Year.

Article VII: Non-Discrimination and Equal Opportunity

The WDC partner shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or WDC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation or marital status. The WDC partner agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990) and related, applicable regulations.

The WDC partner will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

Article VIII: American's with Disabilities Act and Amendments Compliance

The WDC partner agrees to ensure that the policies and procedures as well as the programs and services provided at the WDC are in compliance with the Americans with Disabilities Act and its amendments. Additionally, partners agree to fully comply with the provisions of WIOA, Title VII of the civil Rights act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CRF Part 37 and all other regulations implementing the aforementioned laws.

Article IX: Grievances and Complaints Procedure

The WDC partner agrees to establish and maintain a procedure for grievance and complaints as outlined in WIOA. The process for handling grievances and complaints is applicable to customers and partners. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The partner further agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

Article X: Dispute Resolution

The parties agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the operator, for discussion and resolution.

Article XI: Press Releases and Communications

All parties shall be included when communicating with the press, television, radio or any other form of media regarding its duties or performance under this MOU. Participation of each party in press/media presentations will be determined by each party's public relations policies. Unless otherwise directed by the other parties, in all communications, each party shall make specific reference to all other parties.

The parties agree to utilize the America's Job Centers of California (AJCC) logo developed by the State of California and the WDC logo developed by the Local Board identified for WDC usage only. This may include letterhead, envelopes, business cards, any written correspondence and fax transmittals. However, parties agree to continue to discuss the use of the AJCC logo as additional guidance is received from the State of California.

Article XII: Mutual Hold Harmless/Indemnification/Limitation of Liability

In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify and save harmless each and the other from any

and all claims, suits in law or in equity, of any nature whatsoever, paying for any damages or otherwise arising from any alleged negligent act or omission of any of their respective employees or agents which may occur during the performance of this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorney's fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorney's fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

Article XIII: General Provisions

The laws and regulations listed in this Article are generally applicable to most publically-funded programs administered by Workforce Development. The laws and regulations listed herein do not encompass all of the laws and regulations that govern the parties in their respective roles under this MOU. All parties expressly agree to comply with the federal laws and regulations listed below unless the laws and regulations that govern their particular program state otherwise:

- A. **Jobs for Veterans Act.** As stated in Article III B 1, each party agrees to provide priority of service to veterans and covered spouses for any qualified job training program pursuant to 38 USC 2913.
- B. **Americans with Disabilities:** Each party, its officers, employees, members, and subcontractors hereby affirm current and ongoing compliance with all statutes and regulations pertaining to The Americans with Disabilities Act of 1990 and section 504 of the Rehabilitation Act of 1973.
- C. **Pro-Children Act:** If any WDC activities call for services to minors, each party agrees to comply with the Pro-Children Act of 1994 (45 CFR 98.13) that requires smoking to be banned in any portion of any indoor facility owned, leased, or contracted by an entity that will routinely or regularly use the facility for the provision of health care services, day care, library services, or education to children under the age of eighteen (18).
- D. **Drug-Free Workplace:** Each party, its officers, employees, members, subrecipient(s) and/or any independent contractors (including all field staff) associated with this MOU agree to comply with 29 CFR 94 and all other applicable state and federal laws regarding a drug-free workplace and to make a good faith effort to maintain a drug-free workplace. Each party will make a good faith effort to ensure that none of its officers, employees, members, and subrecipient(s) will purchase, transfer, use, or possess illegal drugs or alcohol or abuse prescription drugs in any way while working or while on public property.

- E. Ethics Laws: Each party certifies that by executing this MOU, it has reviewed, knows and understands the California's ethics and conflict of interest laws, which includes the Governor's Executive Order 2008454 and its amendment pertaining to ethics. Each party further agrees that it will not engage in any action(s) inconsistent with California ethics laws or the aforementioned Executive Order.

Article XIV: Partial Invalidity

All questions as to the execution, validity, interpretation, and performance of this MOU shall be governed by the laws of the State of California. Furthermore, the parties hereto agree that any legal action which is brought on the basis of this MOU and in which a state agency is a party shall be filed in the US District Court of Riverside County. Should any portion of this MOU be found unenforceable by operation of statute or by administrative or judicial decision, it is the intention of the parties that the remaining portions of this MOU will not be affected as long as performance remains feasible with the absence of the illegal or unenforceable provision(s).

Article XV: Counterpart

This agreement may be executed in one or more than one counterpart and each executed counterpart will be considered an original, provided that the counterpart is delivered by facsimile, mail courier or electronic mail, all of which together will constitute one and the same agreement.

Riverside County Workforce Development Center Memorandum of Understanding

Attachments

Attachment A: AJCC Partner List

Attachment B: Share of Cost Budgets for Co-located Partners

Attachment C: Partner Allocations for Other Shared Cost and Methodology

Attachment D: Off Site WIOA Orientation Schedule for Title II

ATTACHMENT A

AJCC PARTNERS LIST

The Parties hereby agree that the WDB may unilaterally modify the following list of AJCC Partners upon written notice to the AJCC Partners:

- ❖ Title I Adult, Dislocated Workers and Youth
 - County of Riverside Economic Development Agency, Workforce Development Division
- ❖ Title II Adult Education and Literacy
 - Beaumont Unified School District
 - Coachella Valley Unified School District
 - Corona-Norco Unified School District
 - Jurupa Unified School District
 - Lake Elsinore Unified School District
 - Moreno Valley Unified School District
 - Mt. San Jacinto Community College
 - Riverside Unified School District
 - Riverside County Office of Education
- ❖ Title III Wagner-Peyser
 - State of California Employment Development Department
- ❖ Title IV Vocational Rehabilitation
 - California Department of Rehabilitation
- ❖ Carl Perkins Career and Technical Education
 - College of the Desert
 - Riverside Community College
- ❖ TANF/CalWorks
 - Riverside County Department of Public Social Services
- ❖ Trade Adjustment Assistant Act
 - State of California Employment Development Department
- ❖ Housing and Urban Development
 - Housing Authority of the County of Riverside
- ❖ Title V Older Americans Act
 - Riverside County Office on Aging
- ❖ Job Corps
 - Cornerstone Solutions
 - Inland Empire Job Corps
- ❖ Native American Programs
 - California Indian Manpower Consortium Inc.
- ❖ Migrant Seasonal Farmworkers
 - Center for Employment Training
 - State of California Employment Development Department
- ❖ Veterans
 - State of California Employment Development Department

- ❖ Youth Build
 - California Family Life Centers
 - Riverside County Office of Education
- ❖ Community Services Block Grant
 - County of Riverside Community Action Partnership
- ❖ Unemployment Compensation
 - State of California Employment Development Department
- ❖ Additional Partners
 - Alta Vista Innovation H.S. dba Learn4Life
 - Alta Vista South Public Charter dba Learn4Life
 - El Sol Neighborhood Education Center

ATTACHMENT "B"

SPACE ALLOCATION

Riverside Co-located Partners	Square Footage	Square Footage % Per Partner	Partner Allocation of the \$726,692
Dept. of Rehab	172	.6%	\$4,360
Cornerstone	116	.4%	\$2,907
LLAC	298	1%	\$7,267
EDD	9467	33%	\$239,808
EDA/WDD	18402	65%	\$472,350
Totals	28455	100%	\$726,692

(Dedicated space + (Total Common Space – Resource Area Space)) / Total Space
 (28455 + (8906 – 4723)) / 36371 = 89.7 (or 90%) ; 90% x \$807,436 = \$726,692

Indio Co-located Partners	Square Footage	Square Footage % Per Partner	Partner Allocation of the \$334,107
Dept. of Rehab	128	2%	\$6,682
EDD	2208	27%	\$90,209
EDA/WDD	5880	71%	\$237,216
Totals	8216	100%	\$334,107

(Dedicated Space + (Total Common Space – Resource Area Space)) / Total Space
 (8216 + (9252 – 6447)) / 17468 = .63 (or 63%); 63% x 530,328 = 334,107

Hemet Co-located Partners	Square Footage	Square Footage % Per Partner	Partner Allocation of \$ 53,888
**DOR	64	2%	\$1078
**EDD	1945	71%	\$38,260
EDA/WDD	722	27%	\$14,550
Totals	2731	100%	\$53,888

(Dedicated Space + (Total Common Space – Resource Area Space)) / Total Space
 (2731 + (2962-1804)) / 5693 = .68 (or 68%); 68% x \$79,247 = \$53,888

**EDD & DOR have tentative plans to move into the Hemet AJCC after January 1, 2018

ATTACHMENT "C"

AJCC Infrastructure Budget AJCC #1 Riverside Employment Development Department		
Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Total Space	36371 Sq Ft	\$ 807,436
LFM Space Allocation via Square Footage	90% of Total Cost	\$ 726,692
Partner Share	33 %	\$ 239,808
Utilities and Maintenance		
Telephones (Landlines)		
Common Lines (\$12.40 Per Line)	5	\$ 744
Partner Share	33%	\$ 246
Equipment		
Maint – Office Equipment		
Common (13.72 per)	8	\$ 1,317
Partner Share	33%	\$ 435
Technology to Facilitate Access to the AJCC		
RCIT		
Common (149.38 Per Computer)	51	\$ 91,421
Partner Share	33 %	\$ 30,169
High-Speed Internet		
Common (50.26 Per PC, Per Month)	51	\$ 30,759
Partner Share	33%	\$ 10,150
Total Annual Partner Share of Cost:		\$ 280,808
Total Monthly Partner Share of Cost:		\$ 23,401
**Other Shared AJCC Cost :		\$ 41,000

** May be Cash or In-kind contribution

**AJCC Infrastructure Budget
AJCC #2 Indio
Employment Development Department**

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Total Space	17468 Sq Ft	\$ 530,328
LFM Space Allocation via Square Footage	63% of Total Cost	\$ 334,107
Partner Share	27 %	\$ 90,209
Utilities and Maintenance		
Telephones (Landlines)		
Common Lines (\$12.40 Per Line)	6	\$ 780
Partner Share	27 %	\$ 211
Equipment		
Maint – Office Equipment		
Common (\$13.72 Per)	6	\$ 3,200
Partner Share	27%	\$ 864
Technology to Facilitate Access to the AJCC		
RCIT		
Common (149.38 Per Computer)	66	\$ 118,309
Partner Share	27 %	\$ 31,943
High-Speed Internet		
Total	66	\$ 7,730
Common (50.26 Per PC, Per Month)	27%	\$ 2,087
Total Annual Partner Share of Cost:		\$ 125,314
Total Monthly Partner Share of Cost:		\$ 10,443

AJCC Infrastructure Budget
****AJCC #3 Hemet**
Employment Development Department

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Total Space	5693 Sq Ft	\$ 79,247
LFM Space Allocation via Square Footage	68% of Total Cost	\$ 53,888
Partner Share	.71 %	\$ 38,260
Utilities and Maintenance		
Telephones (Landlines)		
Common Lines (12.40 Per Line)	4	\$ 752
Partner Share	71%	\$ 534
Equipment		
Maint – Office Equipment		
Common (\$13.72)	4	\$ 573
Partner Share	71 %	\$ 407
Technology to Facilitate Access to the AJCC		
RCIT		
Common (149.38 per computer)	21	\$ 37,644
Partner Share	71%	\$ 26,727
High-Speed Internet		
Common (50.26 Per PC, Per Month)	21	\$ 3,387
Partner Share	71%	\$ 2405
Total Annual Partner Share of Cost:		\$ 68,333
Total Monthly Partner Share of Cost:		\$ 5,694

**AJCC Infrastructure Budget
AJCC #1 Riverside
Job Corps – Cornerstone Solutions**

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Total Space	36371 Sq Ft	\$ 807,436
LFM Space Allocation via Square Footage	90% of Total Cost	\$ 726,692
Partner Share	.04%	\$ 2,907
Utilities and Maintenance		
Telephones (Landlines)		
Common Lines (12.40 Per Line)	5	\$ 744
Partner Share	.04%	\$.30
Equipment		
Maint – Office Equipment		
Common (113.72 per)	8	\$ 1,317
Partner Share	.04%	\$.53
Technology to Facilitate Access to the AJCC		
RCIT		
Common (149.38 Per Computer)	51	\$ 91,421
Partner Share	.04%	\$ 37
High-Speed Internet		
Common (50.26 Per PC, Per Month)	51	\$ 30,759
Partner Share	.04%	\$ 12
Total Annual Partner Share of Cost:		\$ 3,479
Total Monthly Partner Share of Cost:		\$ 290

**AJCC Infrastructure Budget
AJCC #1 Riverside
California Department of Rehabilitation**

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Dedicated Space (1 st floor office)	172 Sq Ft	\$ 3,901
LFM Space Allocation via Square Footage	90% of Total Cost	\$ 726,692
Partner Share	6%	\$ 4,360
Utilities and Maintenance		
Telephones (Landlines)		
Common Lines (\$12.40 Per Line)	5	\$ 744
Partner Share	6%	\$ 45
Equipment		
Maint – Office Equipment		
Common (\$13.72 per)	8	\$ 1,317
Partner Share	6%	\$ 79
Technology to Facilitate Access to the AJCC		
RCIT		
Common (\$149.38 per computer)	51	\$ 91,421
Partner Share	6%	\$ 5,485
High-Speed Internet		
Common (\$50.26 Per PC, Per Month)	51	\$ 30,759
Partner Share	6%	\$ 1,846
Total Partner Share of Infrastructure Cost :		\$ 15,716
**Other Shared AJCC Cost :		\$ 750
Total Monthly Partner Share of Cost :		\$ 1,310

** May be Cash or In-kind contribution

**AJCC Infrastructure Budget
AJCC #2 Indio
California Department of Rehabilitation**

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Dedicated Space	128 Sq Ft	\$ 6,434
LFM Space Allocation via Square Footage	67% of Total Cost	\$ 334,107
Partner Share	2%	\$ 6,682
Utilities and Maintenance		
Telephones (Landlines)		
Common Lines (\$12.40 Per Line)	6	\$ 780
Partner Share	2%	\$ 16
Equipment		
Maint – Office Equipment		
Common (\$13.72 per)	6	\$ 3,200
Partner Share	2%	\$ 64
Technology to Facilitate Access to the AJCC		
RCIT		
Common (\$149.38 per computer)	66	\$ 118,309
Partner Share	2%	\$ 2,366
High-Speed Internet		
Common (\$50.26 Per PC, Per Month)	66	\$ 7,730
Partner Share	2%	\$ 155
Total Annual Partner Share of Cost:		\$ 15,717
Total Monthly Partner Share of Cost:		\$ 1,310

**AJCC Infrastructure Budget
AJCC #3 Hemet
California Department of Rehabilitation**

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Dedicated Space	64 Sq Ft	\$ 891
LFM Space Allocation via Square Footage	68% of Total Cost	\$ 53,888
Partner Share	2%	\$ 1,078
Utilities and Maintenance		
Telephones (Landlines)		
Common Lines (\$12.40 Per Line)	4	\$ 188
Partner Share	2%	\$ 4
Equipment		
Maint – Office Equipment		
Common (\$13.72 per)	6	\$ 573
Partner Share	2%	\$ 11
Technology to Facilitate Access to the AJCC		
RCIT		
Common (\$149.38 per computer)	21	\$ 37,644
Partner Share	2%	\$ 753
High-Speed Internet		
Common (\$50.26 Per PC, Per Month)	34	\$ 5,483
Partner Share	2%	\$ 110
Total Annual Partner Share of Cost:		\$ 2,847
Total Monthly Partner Share of Cost:		\$ 237

**AJCC Infrastructure Budget
AJCC #1 Riverside
Lifelong Learning Administration Corporation**

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Dedicated Space (1 st Floor Office)	298 Sq Ft	\$ 6,616
LFM Space Allocation via Square Footage	90% of Total Cost	\$ 726,692
Partner Share	1%	\$ 7,267
Utilities and Maintenance		
Telephones (Landlines)		
Common Lines (\$12.40 Per Line)	6	\$ 780
Partner Share	1%	\$ 8
Equipment		
Maint – Office Equipment		
Common (\$13.72 per)	6	\$ 3,200
Partner Share	1%	\$ 32
Technology to Facilitate Access to the AJCC		
RCIT		
Common (\$149.38 per computer)	66	\$ 118,309
Partner Share	1%	\$ 1,183
High-Speed Internet		
Common (\$50.26 Per PC, Per Month)	66	\$ 7,730
Partner Share	1%	\$ 77
Total Annual Partner Share of Cost:		\$ 15,183
Total Monthly Partner Share of Cost:		\$ 1,265
**Other Shared AJCC Cost :		\$ 750

** May be Cash or In-kind contribution

ATTACHMENT "D"

In-Kind Contribution for AJCC Operator Per Partner

Partner	Compute Methodology	Partner Share	Share in Cash	Share in In-Kind
T- I Adult/Dislocated Worker/Youth	41%	\$ 41,000	\$100,000	----
T-II Adult Ed/Literacy	6%	\$ 6,000		\$ 7,584
T-III Wagner-Peyser/Veterans/TAA/MSFW	41%	\$ 41,000		\$ 41,000
Unemployment Comp	.75%	\$ 750		\$ 1,000
Career Tech/Ed	1%	\$ 1,000		\$ 6,312
T-IV Voc Rehab	.75%	\$ 750		\$ 4,000
TANF/CalWorks	.75%	\$ 750		\$ 109,512
T-V OAA	.75%	\$ 750		\$ 9,695
Job Corps	1%	\$ 1,000		\$ 42,288
Native American	2%	\$ 2,000		\$ 2,000
Youth Build	1%	\$ 1,000		\$ 1,000
Housing Authority	.75%	\$ 750		\$ 750
CAP	1%	\$ 1,000		\$ 1,000
CET	.75%	\$ 750		\$ 750
El Sol	.75%	\$ 750		\$ 750
AVSPC & AVIHS	.75%	\$ 750		\$ 1250
Total Budget:		\$100,000	\$100,000	\$ 228,891

In-Kind Contribution for AJCC Operator Per Partner

Partner	Contribution
Title II Adult Ed	
Beaumont USD	CASAS Testing (50 @ \$5); Assmt Coordinator 100 hrs @ \$25.00
Coachella Valley USD	Program Flyers & Class Schedules for CRA
Corona Norco USD	Program Flyers & Class Schedules for CRA
Jurupa USD	Program Flyers & Class Schedules for CRA
Lake Elsinor USD	CASAS Testing (120 @ \$5)
Moreno Valley USD	CTE Flyers, 20 Catalogs, Classroom for Orientations (\$1102)
Murrieta Valley USD	Program Flyers & Class Schedules for CRA
Riverside USD	Program Flyers & Class Schedules for CRA
MSJC	Office Space (\$1,000 per yr), Support Staff 3 hrs mon (1,632 per yr) CASAS Testing (100 @ \$5)
Career Technical ED	
College of Desert	Office Space at Student Center (\$1,000 per yr)
RCCD	500 Program Booklets @ \$2.50 ea
RCOE	GED/HISET 75 @ \$50 per person; 125 CTE Brochures @ \$2.50 ea
Title III	
WP / TAA / Vets	Career Services, Job Services Booklets & Flyers, Printer Paper
Title IV	
Voc Rehab	Program Flyers & Service Information Sheets for 3 Centers
Title V	
OOA	CRA Receptionist \$10 hr, 20 hrs per wk
Job Corps	
Cornerstone	Outreach Staff Person \$19.85 hr, 40hrs
Inland Empire	Meeting Room (\$1,000 per yr)
HA	2 Housing Specialist I for Orientations \$28.84hr, 26hrs
CAP	Program Flyers & Service Information Sheets for CRA
CET	Program Flyers & Class Schedules for CRA
CIMC	Program Flyers & Service Information Sheets for CRA
Youth Build	Program Flyers for CRA
EI Sol	Spanish Assessment Testing (CASAS & COPS) 10 @ \$75 per
AVSPC & AVIHS	North Western Education Assmt 50 @ \$25 per person
TANF/Cal Works	3 F/T Job Developers: 17.55 per hr, 40hrs per wk
UI	1000 California's Programs for the Unemployed Booklets (DE 2320) for RR

ATTACHMENT "E"

AJCC OFF SITE WIOA ORIENTATION SCHEDULE

Title II Site	Contact Person	WIOA Orientation Schedule	Target Group
Beaumont USD	Melanie Petago	Orientation Every 6 wks	Medical Arts Programs
Corona-Norco	Carmel Danieri	2 orientations per semester	HS Diploma Equivilent & Advanced ESL
Moreno Valley	Dr. Patricia Bazanos	3 orientations per year (Feb., Aug., Sept.)	Feb & Sept for Students & Aug for Staff
MSJC	Amy Campbell	1 per year (August)	Staff

**Orientations will be conducted based upon need (sign-up sheet) and staff availability.



CALL (951) 368-9222
EMAIL legals@pe.com

THE PRESS-ENTERPRISE

DATE	ORDER NUMBER	PO Number	PRODUCT	SIZE	Amount
8/1/17	0010987577		PE Riverside	4 x 58 Li	301.60
8/2/17	0010987577		PE Riverside	4 x 58 Li	278.40
8/3/17	0010987577		PE Riverside	4 x 58 Li	278.40
8/4/17	0010987577		PE Riverside	4 x 58 Li	278.40
8/5/17	0010987577		PE Riverside	4 x 58 Li	278.40
8/6/17	0010987577		PE Riverside	4 x 58 Li	278.40
8/7/17	0010987577		PE Riverside	4 x 58 Li	278.40
8/8/17	0010987577		PE Riverside	4 x 58 Li	278.40
8/9/17	0010987577		PE Riverside	4 x 58 Li	278.40
8/10/17	0010987577		PE Riverside	4 x 58 Li	278.40

Invoice text: Gilman Springs Rd C#-0054

4

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Legal Advertising Memo Invoice

BALANCE DUE
2,807.20

SALES CONTACT INFORMATION		ADVERTISER INFORMATION		
SALES CONTACT NAME	BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME
Nick Eller 951-368-9229	08/10/2017	5209148	5209148	BOARD OF SUPERVISORS



THE PRESS-ENTERPRISE

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08/10/2017	5209148	5209148
BALANCE DUE	ORDER NUMBER	TERMS OF PAYMENT
2,807.20	0010987577	DUE UPON RECEIPT

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS

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 COUNTY OF RIVERSIDE
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 RIVERSIDE, CA 92502

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Publication(s): The Press-Enterprise

PROOF OF PUBLICATION OF

Ad Desc.: Gilman Springs Rd C5-0054 /

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above entitled matter. I am an authorized representative of THE PRESS-ENTERPRISE, a newspaper in general circulation, printed and published daily in the County of Riverside, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Riverside, State of California, under date of April 25, 1952, Case Number 54446, under date of March 29, 1957, Case Number 65673, under date of August 25, 1995, Case Number 267864, and under date of September 16, 2013, Case Number RIC 1309013; that the notice, of which the annexed is a printed copy, has been published in said newspaper in accordance with the instructions of the person(s) requesting publication, and not in any supplement thereof on the following dates, to wit:

**08/01, 08/02, 08/03, 08/04, 08/05, 08/06, 08/07, 08/08, 08/09,
08/10/2017**

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Date: August 10, 2017
At: Riverside, California



Legal Advertising Representative, The Press-Enterprise

BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE
PO BOX 1147
RIVERSIDE, CA 92502

Ad Number: 0010987577-01

P.O. Number:

Ad Copy:

Notice to Bidders

County of Riverside, herein called Owner, invites sealed proposals for:

**Gilman Springs Road and SH-79 Northbound Ramps
Traffic Signal and Lighting Project
Gilman Hot Springs Area
Project No. C4-0054**

Bid shall be delivered to the County of Riverside Transportation Department, 14th Street Annex, 3525 14th Street, Riverside, California 92501, telephone (951) 955-6780 not later than 2:00 p.m., on Wednesday, **August 16, 2017** to be promptly opened in public at said address. Each bid shall be in accordance with plans, specifications and other contract documents, dated **June 2017**, and prepared by County of Riverside, whose address is same as the above, from whom they may be obtained upon deposit of **\$20.00** per set with 22" x 34" plans, plus mailing costs. No refund. Prospective bidders may preview the plans, specifications and other contract documents at no charge prior to purchase at the above noted location.

Pursuant to Labor Code section 1771.1, any Contractor bidding, or subcontractor to be listed on a bid proposal subject to Public Contract Code section 4104, shall not be qualified to bid after March 1, 2015, unless currently registered and qualified to perform public works pursuant to Labor Code section 1725.5. No Contractor or subcontractor may be awarded a contract or perform work on any contract for public work, after April 1, 2015, without proof of current registration with the Department of Industrial Relations pursuant to Labor Code section 1725.5 to perform public works.

The County of Riverside, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252) and the Regulations of the Department of Commerce (15 C.F.R., Part 8) and related statutes, issued pursuant to such Act, hereby notifies all bidders that minority businesses will be afforded full opportunity to submit bids, and it will affirmatively insure that the contract entered into pursuant to this advertisement will be awarded to the lowest responsible bidder without discrimination on the grounds of race, color, sex, national origin, religion, age, or disability.

The Contractor is required to have a Class 'A' or C10 (Electrical) license at the time of bid submission.

Engineering Estimate:	\$ 332,000 - \$ 387,000	(Base Bid)
Bid Bond	10 %	
Performance Bond	100 %	
Payment Bond	100 %	
Working Days	35 Working Days	

Website: <http://rctlma.org/trans/Contractors-Corner/Notices-Inviting-Bids>

Alternative formats available upon request to individuals with disabilities.

Dated: July 27, 2017
KECIA HARPER-IHEM
Clerk of the Board of Supervisors
By: Cecilia Gil, Board Assistant

8/1 - 8/10

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