

CITY OF LOS ANGELES

CALIFORNIA



Workforce **Development** Board
City of *Los Angeles*

Workforce Development Board
CHARLES WOO
CHAIR



ERIC GARCETTI
MAYOR



**Economic and Workforce
Development Department**
JAN PERRY
GENERAL MANAGER

November 15, 2018

Council File Number:
Council Districts: All
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The Honorable Eric Garcetti
Mayor, City of Los Angeles
Room 303, City Hall

City Council
c/o City Clerk
Room 395, City Hall

Attention: Mandy Morales, Legislative Coordinator

COMMITTEE TRANSMITTAL: REQUEST TO APPROVE THE RESULTS OF THE AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) OPERATORS REQUEST FOR PROPOSALS (RFP) FUNDING RECOMMENDATIONS AND EXECUTE CONTRACTS TO PROVIDE WORKFORCE DEVELOPMENT SERVICES TO ADULTS AND DISLOCATED WORKERS FOR JANUARY 1, 2019 THROUGH JUNE 30, 2019

DEADLINE FOR ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) and the Chair of the Workforce Development Board (WDB) respectfully submit this transmittal for your review and approval. Approval of this item is requested no later than December 31, 2018, to ensure the uninterrupted provision of services to the City's adult and dislocated worker customers.

RECOMMENDATIONS

The General Manager of the EWDD, or designee, and the Chair of the WDB request that the City Council, subject to the approval of the Mayor as required:

1. APPROVE the attached list of recommended contractors selected through the review of proposals submitted in response to the America's Job Center of California Operators Request for Proposals (Attachment A);
2. AUTHORIZE the General Manager, EWDD, or designee, to negotiate and execute contracts with the 16 recommended contractors to operate the America's Job Center of California Centers for the period of January 1, 2019 through June

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

30, 2019, with an option for the City to renew for three additional one-year terms (through June 30, 2022), with funding not to exceed \$446,344 in WIOA Title I Formula Funds for six months, subject to review and approval of the City Attorney as to form and legality;

3. AUTHORIZE the General Manager, EWDD, or designee to negotiate and execute agreements and amendments to agreements with the public, private, non-profit and/or governmental entities set forth in Attachment A with funds awarded as described above, subject to the Workforce Development Board Local Elected Officials (WDB-LEO) agreement;
4. AUTHORIZE the General Manager, EWDD, or designee, to establish the "Eligible AJCC Operator" replacement list, to include any AJCC proposer receiving a score of 70 points or higher as a result of the 2018 AJCC RFP (see Attachment A); and
5. AUTHORIZE the General Manager, EWDD, or designee, to prepare Controller instructions and any necessary technical adjustments that are consistent with Mayor and Council action required to implement the American Job Center of California Center Operators program, subject to the approval of the City Administrative Officer (CAO), and authorize the Controller to implement the instructions.

SUMMARY

The General Manager of the Economic and Workforce Development Department and the Chair of the Workforce Development Board requests that the Mayor and the City Council approve EWDD's recommended contractors selected through the America's Job Center of California Operators Request for Proposals process. EWDD requests authority to negotiate and execute contracts with the selected contractors and authority to establish a replacement AJCC Operators list based on the results from this procurement process. The contracts will begin on January 1, 2019 and end on June 30, 2019, with an option to renew for three additional one-year terms, with funding not to exceed a total of \$446,344, subject to contractor performance reviews, funding availability and Mayor and City Council approval.

FISCAL IMPACT

The AJCC System is funded by WIOA Title I Formula Funds and leveraged resources required of each AJCC. The recommendations contained herein do not impact the City's General Fund.

BACKGROUND

Prior Procurement

The Adult WorkSource System was last redesigned and procured by a Request for Proposals (RFP) that was released on October 18, 2013. The RFP identified seventeen organizations interested in managing one of the seventeen WorkSource Centers located in the seven City Area Planning Commissions. The redesign of the system provided the city an opportunity to better align its employment services to high-demand

industry sectors that offer living-wage career paths, while significantly increasing the enrollment of city residents into the system. The redesign also provided the city an opportunity to enhance the electronic infrastructure of the Workforce Development System (WDS) by incorporating new technologies developed by the state and Local Workforce Development Areas (LWDAs), including CalJOBSSM.

While improvements implemented in the WDS over the past five years have led to increased performance and greater focus on vulnerable populations, building a more equitable labor market that provides economic opportunities for all Angelenos while meeting the growing demand of the region's employers is a challenge that our WDS must prioritize. The city's WDS is committed to developing goals and strategies that embrace the principles of a high-road economy that competes on a basis of innovation, quality, and high skills rather than low wages, contingent employment, and low or no benefits.

Current Procurement

The EWDD released the America's Job Center of California Operators Request for Proposals on August 27, 2018. Proposals were due on Tuesday, October 9, 2018 at 5:00 p.m. Agencies were limited to submitting no more than two proposals each. Each proposal was required to cover one of the seven City Area Planning Commissions: East, South, Central, West, Harbor, South Valley, and North Valley. A total of 24 proposals were received, covering all the Planning Areas, from 17 agencies. One proposal was incomplete, lacking required forms, and was therefore deemed nonresponsive in accordance with the requirements stated within the Request for Proposal.

Goals of the AJCC System

The AJCC System solicited proposals from organizations interested in providing services as both a Workforce Innovation and Opportunity Act (WIOA) one-stop operator and primary WIOA Title I adult and dislocated worker service provider, in an America's Job Center of California known locally as a WorkSource Center. Selected proposers may also administer additional workforce-related programs, including, but not limited to, WIOA Governor's Discretionary Grants, National Dislocated Worker Grants, Department of Justice Grants, Department of Education Grants, California Department of Corrections and Rehabilitation Grants, City of Los Angeles General Fund funded programs, Los Angeles County funded programs, and/or Private Industry Grants as determined by the City Council, the Mayor, the City of Los Angeles Workforce Development Board and/or the City of Los Angeles Economic and Workforce Development Department. Selected Proposers will enable the City of Los Angeles to provide a full range of assistance and services under one roof to job seekers, including but not limited to individuals with barriers to employment, workers who have been laid off, youth, incumbent workers, new entrants to the workforce, veterans, people with disabilities, and employers. Through this Request for Proposals, the EWDD sought to improve and further target local workforce services to individuals lacking economic opportunity through the following three strategies:

1. Strengthen employer engagement through stronger connections with major economic drivers in the region and strengthening Industry Sector Strategies;

2. Target vulnerable populations with a geographic focus for increased participant outcomes; and
3. Strengthen the integration of services with key partners through a more strategic and purposeful collaboration.

Funding Amounts

An amount up to \$446,344 in WIOA Title I Formula Funds is proposed for each AJCC/WSC for the initial six-month contract.

Proposal Review Process

The 23 eligible proposals received were reviewed and rated by a panel of two reviewers for each proposal. The eight reviewers were participants from workforce development agencies throughout the nation and from local community volunteers. The reviewers participated in a telephone orientation and training session during which they were presented with an overview of the RFP, trained on the use of the scoring tool, and asked to sign a Conflict of Interest/Non-Disclosure Statement.

After reviewers performed their individual proposal reviews, each team of two worked together to come to a final consensus proposal score. The proposal scoring was established on a 100 maximum points received, with 70 points as the minimum score required to be eligible for funding. Proposals with scores of 70 or above that are not recommended for funding will be placed on an "Eligible AJCC Operator" list from which the EWDD will draw replacement contractors in the event that a selected agency is unable to perform. To ensure the integrity of the process, the scoring tool was prepared and validated by The University Corporation of California State University at Northridge. Management of the process was conducted by a procurement team made up of EWDD staff from various divisions.

Proposals were evaluated based on the following categories:

Demonstrated Ability – An evaluation of the proposer’s previous experience in providing the solicited services.	40
Program Design – An evaluation of the proposer’s plan for serving the described populations while focusing on WDB stated goals.	40
Cost Reasonableness – An evaluation of leveraged resources, participant-related costs and proposed facility and other costs.	20
TOTAL	100

Additionally, each agency’s site must be in compliance with Workforce Innovation and Opportunity Act (WIOA) regulations and Americans with Disabilities Act (ADA) requirements.

Notification of Proposal Review Results

On October 30, 2018, EWDD sent out notifications of proposal review results, which included proposal scores and a discussion of the appeals process.

APPEALS

Pursuant to the AJCC RFP, proposers may appeal procedural issues only. Appeals must be based upon specific facts demonstrating that the RFP criteria or process were not followed in the review of proposals. A disagreement with, or objection to, the points awarded does not constitute a basis for an appeal. Differences of opinion about the merits of a proposal do not constitute grounds for submitting an appeal. Appeals must be presented to an Appeals Board, which shall be established in accordance with the Workforce Development Board/Local Elected Officials Agreement (WDB/LEO).

A total of seven appeals were received from four proposers by the EWDD by the appeals submission deadline of November 6, 2018, as set forth in the funding notification letters. Appeals were submitted for the following proposals:

- Jewish Vocational Services (JVS) for West Los Angeles
- El Proyecto del Barrio (El Proyecto) for North and South Valley
- Youth Policy Institute (YPI) for North Valley and Central Los Angeles
- Community Career Development (CCD) for South Valley and Central Los Angeles

An appeals hearing was held on Tuesday, November 13, 2018. Prior to the appeals meeting, CCD withdrew both of their appeals. During the appeals meeting, YPI withdrew their two appeals as well. The appeals board denied El Proyecto's appeals and deferred judgment on JVS's appeal subject to JVS submitting a revised appeal by Friday, November 16, 2018. Subsequently, on November 15, 2018, JVS withdrew their appeal.

WDB ACTION

In accordance with the WDB-LEO Agreement, on November 14, 2018, the WDB Executive Committee approved the attached recommended AJCC Operators and funding recommendations resulting from the AJCC RFP.



JAN PERRY
General Manager



CHARLES WOO
Chair
Workforce Development Board

JP:MDC:TJ

Attachment A: WorkSource Center Operators, Final Scores and Funding
Recommendations

No	Proposer	Community Planning Area	Council District	Final Score	Funding 1/1/19-7/1/19
CENTRAL REGION					
010	Managed Career Solutions	Hollywood	13	87.0	446,344
020	Pacific Asian Consortium in Employment	Westlake	1	85.0	446,344
013	Youth Policy Institute	Westlake	13	81.5	446,344
019	Community Career Development	Wilshire	10	77.5	0
EAST REGION					
023	Goodwill Industries of Southern California	Northeast LA	13	88.5	446,344
011	Managed Career Solutions	Boyle Heights	14	84.5	446,344
014	Arbor E&T dba Rescare Workforce Services	Boyle Heights	14	83.5	0
008	UAW - Labor Employemem & Training Corp	Boyle Heights	14	81.5	0
016	Five Keys	Boyle Heights	14	72.5	0
HARBOR REGION					
022	Pacific Gateway	San Pedro	15	81.5	446,344
NORTH VALLEY					
004	Build Rehabilitation Industries	Chatsworth	12	84.5	446,344
002	El Proyecto del Barrio	Sun Valley	6	82.0	446,344
012	Youth Policy Institute	Arleta - Pacoima	7	79.0	0
SOUTH VALLEY					
018	Community Career Development	Van Nuys- N Sherman Oaks	2	93.5	446,344
015	Arbor E&T dba Rescare Workforce Services	Canoga Park - Winnetka	3	87.5	446,344
003	Build Rehabilitation Industries	Canoga Park - Winnetka	3	84.5	0
001	El Proyecto del Barrio	Canoga Park - Winnetka	3	81.0	0
SOUTH LOS ANGELES					
007	UAW - Labor Employemem & Training Corp	South LA	8	92.0	446,344
006	Asian American Drug Abuse Program	West Adams	10	87.0	446,344
017	Coalition for Responsible Community Development	Southeast LA	9	81.0	446,344
021	Housing Authority of the City of Los Angeles	Southeast LA	15	80.0	446,344
009	Watts Labor Community Action Committee	Southeast LA	15	75.5	446,344
WEST LOS ANGELES					
005	Jewish Vocational Services	Mar Vista	11	79.0	446,344

Note: A proposal with a score of 70 points or greater is eligible to receive funding under this RFP. However, a score of 70 points or greater does not guarantee funding.