

Council Meeting of
June 12, 2007

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: Human Resources- Extension of the 2006-2007 funding contract with the City of Los Angeles for the operation of the Harbor WorkSource Center and authorization to subcontract operations to the City of Long Beach for the term of July 1, 2007 to September 30, 2007.

RECOMMENDATION

The Human Resources Director recommends that Council:

1. Authorize staff to execute all necessary documents to extend the 2006-2007 contract with the City of Los Angeles (C2006-177) beyond the term of June 30, 2007; and
2. Authorize staff to execute a subcontract agreement between the City of Torrance and the City of Long Beach for the continuation of employment and training services at the Harbor WorkSource Center from July 1, 2007 to September 30, 2007 with the City of Long Beach as operator of the center.

BACKGROUND

After months of meetings, review, public testimony and extensive processes conducted by the Policy Board of the Carson/Lomita/Torrance Workforce Investment Network (C/L/T WiN), the local elected officials and Full Board unanimously selected the Greater Long Beach Workforce Investment Area as a merger partner. Upon notification of the merger and the change of administrative entity to the City of Long Beach effective July 1, 2007, the City of Los Angeles issued a Request for Proposals to select a replacement operator for the Harbor Area. This procedure is consistent with adopted policies of the Los Angeles City Workforce Investment Board that directs the department to select a replacement operator in the event that a current WorkSource Center provider proposes to terminate or assign their agreement to another or organization (Attachment A). Through this process, it is anticipated that a new operator will be selected to enter into a contract beginning October 1, 2007.

ANALYSIS

In the interim, the City of Los Angeles wishes to extend its current contract with the City of Torrance to September 30, 2007 and is in the process of drafting an amendment to this effect. Due to the upcoming merger with the Greater Long Beach Workforce Investment Area, staff assigned to provide services at the Harbor WorkSource Center will become employees of the City of Long Beach effective July 1, 2007. In order to continue to provide services at the Center, a subcontract agreement is needed with the City of Long Beach to provide a mechanism for reimbursement of services under the contract. This will ensure continuity of service to the public until a replacement operator is selected. The term of the subcontract agreement will run July 1, 2007 to September 30, 2007.

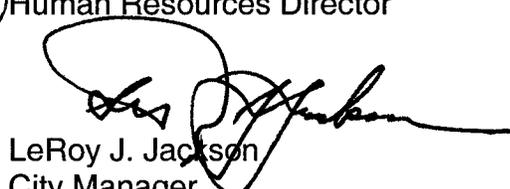
Respectfully submitted,

ELAINE M. WINER
Human Resources Director


By Matthew Brookes
Senior Job Training Project Leader

CONCUR:


Elaine M. Winer
Human Resources Director


LeRoy J. Jackson
City Manager

Attachment A: Los Angeles City WIB Adopted Policies 2006-07
Assignment of WorkSource Center Agreements

Adopted Policies**Assignment of WorkSource Center Agreements Policy**Background:

Requests from Workforce Investment Act (WIA) program operators have been submitted to the Community Development Department (CDD) for PY 2004-2005 and 2005-2006 for the purpose of assigning existing WorkSource Center agreements to different operators. These requests have been forwarded to the Workforce Investment Board (WIB), City Council, and Mayor for consideration. The WIB Executive Committee approved, at its Executive Committee meeting on January 28, 2006 the need for a formal policy and procedures to address such assignment requests. Of concern, however, is the need to determine whether the assignment of agreements bypasses the required City procurement process. The impact of deciding the One-Stop Operators for the WorkSource Centers is critical owing to the fact that activities of participants registered in the Center may be unduly interrupted during the assignment process.

Proposed Policy Statement:

At the instance where any City WIA OneSource or WorkSource Center operator:

- proposes to assign their agreement to another organization,
- fails to meet certification requirements, or
- proposes termination of their agreement for any other reason,

The Department shall submit to the WIB a recommendation as to whether or not to continue WorkSource Center operations at the specified location. If the WIB agrees to continue operations at the specified location, the selection of the replacement operator shall be made by the Department and shall be submitted to the WIB, City Council and Mayor for approval. The identified replacement operator will be selected from a list of qualified organizations established through a formal competitive bid process.

Proposed Procedures

The Department shall, at all times, maintain a list of qualified replacement operators. The list shall be established for a period of one year and may be renewed annually for no more than three years total.

The initial replacement operator list is to be established by July 1, 2006. Until such time, it is recommended that the WIB not consider any additional assignment requests.