



# City of Rialto

## Legislation Details (With Text)

**File #:** 20-0964 **Version:** 1 **Name:**  
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**On agenda:** 1/26/2021 **Final action:**  
**Title:** Request City Council to Affirm the Approval of an Agreement with NCNW Bethune Center for Workforce Development/Job Training Services for an Amount Not-To-Exceed \$57,162. (ACTION)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. PSA\_NCNW\_Bethune\_Center\_01.26.21.pdf, 2. RFP 21-003 Workforce Development Job Training Services.pdf, 3. Exhibit C - NCNW\_Bethune\_Center\_Proposal.pdf, 4. Exhibit D - NCNW\_Bethune\_Center\_Schedule\_of\_Compensation\_Revised.pdf, 5. Disclosure\_Form\_NCNW\_Bethune.pdf

Date	Ver.	Action By	Action	Result
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For City Council Meeting [January 26, 2021]

**TO:** Honorable Mayor and City Council

**APPROVAL:** Sean Grayson, Acting City Manager

**FROM:** Stephen Erlandson, Deputy City Manager

Request City Council to Affirm the Approval of an Agreement with NCNW Bethune Center for Workforce Development/Job Training Services for an Amount Not-To-Exceed \$57,162. (ACTION)

### **BACKGROUND**

On December 8, 2020, the City Council approved an agreement with NCNW Bethune Center in the amount of \$57,162 to provide workforce development/job training services paid for by funding from the CARES Act. However, the agreement that was put before the City Council had the incorrect not-to-exceed dollar amount, along with incorrect contact information that is unrelated to NCNW Bethune Center due to a breakdown in staff processes related to contract review. Staff requests that the City Council affirm the approval of the agreement for the correct amount of \$57,162.

### **ANALYSIS/DISCUSSION**

NCNW Bethune Center submitted one of two proposals received by the City in response to the RFP. NCNW has more than 34 years in the field of employment development; specifically targeting the community of Rialto, CA. Their experience has been to provide employment training, employee development, and job referrals for members of the community with a focus on serving High School Seniors and those persons of any age who have been seeking full and part-time employment. NCNW has continuously provided a comprehensive young adult training and development program

to foster academic enrichment and employment achievement for persons living in the Inland Empire. Their clients are made up of low to moderate income persons and families who are seeking employment assistance and educational goals.

NCNW's programming includes the ability to employ staffing that is bi-lingual and persons who assist the organization in counseling and case management of the participants who are seeking employment. They collaborate with the local business community; by partnering with employers who offer job opportunities that allow NCNW clients to become gainfully employed, using the skillsets and experiences learned while training with NCNW.

The NCNW staff demonstrates this through providing the following services concurrently and continuously:

- A. Providing clients with daily Job training sessions.
- B. Providing up to 15 clients a week with resume building assistance.
- C. Providing as needed "how to" education session on
  - 1. The use of interview techniques
  - 2. Time management techniques
  - 3. A diverse resource and approach to reaching educational goals.

NCNW's program consists of assessments, case management, career counseling and support services, job training, job development, job placement, and post-placement services. NCNW's proposal (Attached) provides further detail on their proposed program.

### **ENVIRONMENTAL IMPACT**

The request is not a Project as defined by Section 15378 of the California Environmental Quality Act (CEQA).

### **GENERAL PLAN CONSISTENCY**

Complies with the following Rialto General Plan Guiding Principle:

Our Government will lead by example, and will operate in an open, transparent, and responsive manner that meets the needs of the citizens and is a good place to do business.

### **LEGAL REVIEW**

The City Attorney has reviewed and supports this staff report.

### **FINANCIAL IMPACT**

#### **Operating Budget Impact**

\$57,162 of CARES Act funding is available in account #234-500-1857-2060 for workforce development /job training services in the FY 2020-21 City Operating Budget.

#### **Capital Improvement Budget Impact**

There is no impact to the Capital Improvement Budget.

#### **Licensing**

A Business License is not required as part of this action.

### **RECOMMENDATION**

It is the recommendation of staff that the City Council affirm the approval of an agreement with NCNW Bethune Center for workforce development/job training services for an amount not-to-exceed \$57,162.