

EXECUTIVE COMMITTEE



ACTION ITEM: #1.4

SUBMITTAL DATE: June 26, 2017

SUBJECT: Regional Training Coordinator

RECOMMENDATION: That the Workforce Development Board (WDB) Executive Committee approve the recommendation submitted by Economic Development Agency/Workforce Development Division (EDA/WDD) executive management to award an agreement to San Bernardino Community College District to provide coordination and training for staff development and capacity building efforts to staff and partners in the Inland Empire Regional Planning Unit (IERPU). The solicitation is valid for a two-year period from July 1, 2017 through June 30, 2019, with the WDB’s annual approval of subsequent agreements based upon continued Workforce Innovation and Opportunity Act funding and contractor performance.

BACKGROUND: The two Workforce Development Boards of Riverside and San Bernardino Counties are one of the State of California’s designated regional planning units. The State has provided one-time WIOA 25% implementation funding to hire a regional training coordinator. EDA/WDD through the WDB participates in an on-going Regional Partnership with San Bernardino County’s Workforce Development Department, through its WDB. Both Riverside and San Bernardino WDBs are identified collectively as the Inland Empire Regional Planning Unit (IERPU) and will benefit from the regional approach of selecting a Regional Training Coordinator to coordinate staff development and capacity building efforts in the region.

On April 3, 2017, a Request for Proposal for a Regional Training Coordinator was released soliciting bidders to provide coordination of staff development and capacity building efforts for the IERPU. The original due date of the RFP was extended from May 3, 2017, due to inadequate competition. The RFP was re-issued on May 10, 2017, for two weeks to insure adequate time for all qualified bidders to submit proposals. As of the May 24, 2017, deadline, the Workforce Development Division received one proposal from San Bernardino Community College District. After review of the proposal, the services proposed were determined to be both responsive and responsible, and demonstrate the expertise needed to accomplish the goals as set forth by the IERPU.

Proposed Contractor	Scope of Work	Total Cost
San Bernardino Community College District		\$43,385
TOTAL AMOUNT NOT TO EXCEED		\$43,385

EXECUTIVE COMMITTEE Date: June 26, 2017 Approval: Yes	BOARD OF SUPERVISORS CONCURRENCE <i>YES: INDICATES ACCEPTANCE OF FUNDS (FED, STATE, LOCAL) OR AGREEMENTS FOR SERVICES WHERE EDA IS RECEIVING FUNDS, OR ANY ACTION THAT REQUIRES BOS APPROVAL.</i> Required: Yes July 25, 2017
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