

Jamil Dada  
WIB Chairman

Rob Field  
Assistant County Executive Officer, EDA

Felicia Flournoy  
WIB Director

Lea Petersen  
WIB Vice Chairman



Mark Christiansen  
WIB Deputy Director

Rilla Jacobs  
Secretary

*Infinite Opportunity, Lasting Prosperity*

## Executive Committee September 12, 2012

Executive Director, Felicia Flournoy called the meeting to order at 10:00 a.m.

### Members in Attendance

Kenneth Clark	Lee Haven	Morris Myers	Mary Jo Ramirez	Shelagh Camak	
---------------	-----------	--------------	-----------------	---------------	--

### Members Absent

Bob Frost	Jamil Dada	Lea Petersen			
-----------	------------	--------------	--	--	--

### Staff

Felicia Flournoy	Mark Christiansen	Loren Sims	Holly Reeves	Rilla Jacobs	
------------------	-------------------	------------	--------------	--------------	--

### **Administrative Item: 1.1 Approve June 20, 2012, Executive Notes**

**Motion: That the WIB Executive Committee approve the June 20, 2012, Executive Notes.**

Moved by Lee Haven Second by Kenneth Clark

Status Approved

### **Administrative Item: 1.2 Approve Linking Innovation, Knowledge and Employment (@LIKE) Project Independent Evaluation Funding Recommendation**

**Motion: That the WIB Executive Committee approve the funding recommendation of \$999,405.00 for IMPAQ International LLC for Program Years 2012/16**

Moved by Lee Haven Second by Shelagh Camak

Status Approved with the amendment that the recommended evaluator's cost will not exceed \$900,000.00

Discussion Loren Sims gave a brief overview on the history of the grant. On July 17, 2012, The Riverside County Board of Supervisors accepted the \$6,000,000 Federal Workforce Innovation Fund Grant. The Riverside County Economic Development Agency (EDA) - Workforce Development Division is the lead agency for the Linking Innovation, Knowledge and Education (@LIKE) project. The project covers the Counties of Riverside, San Bernardino, and Imperial. The @LIKE project will serve 675 disconnected young adults, age 18 to 24, who are unemployed and not attending school and are either low-income, gang-involved, an ex-offender, on aid or a recently separated veteran.

On July 24, 2012, a Request for Proposal (RFP) was released for 30 days soliciting independent evaluation services for the Workforce Innovation Fund @LIKE Project Independent Evaluation. EDA received four proposals on August 23, 2012. A review panel consisting of EDA/Workforce Development Division staff and partner agencies evaluated the proposals based upon the criteria outlined in the RFP. The minimum score for the RFP was 75 points with a maximum of 100. The final recommendation for the WIF@LIKE Evaluation Project Evaluator is IMPAQ International LLC with the total reviewer score average of 90.

The recommended provider will perform the activities as outlined in the Scope of Work and provide Deliverables as designated in the agreement timeline. Should the selected bidder be unable to complete a successful contract and budget negotiation process, EDA/WDD reserves the right to select the second highest bidder. The procurement period is valid October 1, 2012 through October 31, 2016. When we go into negotiations with the vendor, we want to go in with a recommendation of up to 1 million dollars. They had the highest score and the most knowledge of what is needed for our project.

	<p>Shelagh Camak asked what criterion was used for the scoring.</p> <p>Loren responded that each provider was scored using the following five evaluations: Technical approach, demonstrated capacity, their staff knowledge, project management and timeline, budget proposal and narrative. We used the scores of our four RFP evaluators. The recommended evaluator's price was 20 percent higher than the second place and Ken Clark asked if the 6 point difference between the two evaluators was worth the extra dollar amount. More discussion was held on this concern and the resolution was that the final negotiated cost for the recommended evaluator will not exceed \$900,000. If negotiations are not reached and the cost goes higher than determined amount EDA/WDD has the right to select the second highest bidder.</p>
--	--

<b>Administrative Item: 1.3 Approve the Renewal of Geographic Solutions Virtual One Stop System</b>
---

<b>Motion: That the WIB Executive Committee approve a one year purchase of Geographic Solutions Virtual One Stop Client and Data Management System in the amount of \$90,485.00.</b>
--

Moved by	Kenneth Clark	Second by	Morris Myers
----------	---------------	-----------	--------------

Status	Approved
--------	----------

Discussion	<p>Loren Sims gave a brief overview on the history and EDA/WDD's use of VOS. Since 2009, the Economic Development Agency's Workforce Development Division has utilized (VOS) a client centered data management system, from Geographic Solution, Inc. VOS is a preferred data management system among local Workforce Investment Act areas (LWIA) as it affords each LWIA the ability to capture specific data elements from the operation of Workforce Investment Act programs.</p> <p>Recognizing the necessity for one system to capture many different program elements, EDD announced the statewide purchase of VOS in the middle of 2011 and that the system would be available to LWIAs free of charge. Implementation of VOS was scheduled to start in early September 2012; however, there have been delays at the state level, which may extend up to a year.</p> <p>WDD needs to continue capturing data elements from state and federal programs and VOS continues to be instrumental in the daily operations of its core programs, and it is not practical, nor cost effective to purchase another data management system. Geographic Solutions, Inc. has agreed to provide one additional year service for \$90,485 with a month to month renewal contingency. This service contract is subject to termination once the state system is operational.</p> <p>Ken Clark asked how much was the cost last year and Loren responded \$99,000. Shelagh Camak asked if there were any local vendors with this type of service. Felicia responded that while Geographic Solutions is based in Florida, they maintain offices in California and WDD has local representation from the company.</p>
------------	--

Adjourned 10:44 a.m.