

**San Bernardino County
Workforce Investment Board
Business Resource Committee
Agenda Item**

MEETING DATE: April 15, 2015

ITEM: (3a)

SUBJECT: Amendment to Business Workshop Contracts

PRESENTED BY: Sandra Harmsen, Director
Workforce Development Department (WDD)

CONSENT ___ **DISCUSSION** X **INFORMATION** ___

RECOMMENDATION: Approve an increase in funding from \$102,600 to an amount not to exceed \$154,600 for Program Year 2015/16 for business workshops for Title I Rapid Response services and programs under the Workforce Investment Act and Workforce Innovation and Opportunity Act.

BACKGROUND: On July 18, 2012 the WIB Executive Committee approved the release of a Request for Qualification (RFQ) by the Workforce Development Department (WDD) to seek proposals from interested and qualified vendors/individuals to provide business workshops and webinars. On August 27, 2012, the WIB released the Business Workshop RFQ. On December 3, 2012 the WIB ratified the action of the Executive Committee. This RFQ allowed the WIB to follow a competitive process to select from a pool of qualified vendors to provide these services through blanket Purchase Orders for three (3) years with the option to extend two (2) additional one (1) year terms.

Nine (9) submissions were received, reviewed and scored by qualified staff from Business Services and Economic Development. An Ad Hoc committee met on January 9, 2013, reviewed staff recommendations and recommended funding five (5) vendors based on their varying specialties, including social media marketing, traditional marketing, human resources, a human resources hotline, process improvement, and international trade. The WIB met on January 23, 2013, and approved the recommendations from the Ad Hoc committee. On June 26, 2013, the WIB Executive Committee met and approved an increase in funding for each of the five (5) vendors.

On February 19, 2014, the Business Resource Committee met and approved a \$30,000 increase in funding from \$72,600 to an amount not to exceed \$102,600 for Program Year 2014/15 for business workshops. The WIB met on March 12, 2014, and approved the recommendation from the Business Resource Committee.

Approval of this item would allow WDD to continue to provide business workshops and webinars through June 30, 2016.

WIB Committee Action:

Motion:

Second:

Affirmative:

Negative:

Abstention:

DATE: