



Agenda Report

November 3, 2014

TO: Honorable Mayor and City Council

FROM: Housing and Career Services Department

SUBJECT: APPROVAL OF A CONTRACT IN AN AMOUNT NOT TO EXCEED \$90,059 BETWEEN THE CITY OF PASADENA, ACTING AS AGENT FOR THE FOOTHILL EMPLOYMENT AND TRAINING CONSORTIUM, AND PASADENA CITY COLLEGE FOR WORKFORCE TRAINING RELATED SERVICES UNDER THE VETS-TO-NURSES PROGRAM

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the recommended action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b)(3);
2. Approve a contract between the City of Pasadena (acting as an agent for the Foothill Employment and Training Consortium) and Pasadena City College, in an amount not to exceed \$90,059 for the 2014-2015 program year for the provision of workforce training related services. Competitive bidding is not required pursuant to City Charter Section 1002(H) ("contracts with other governmental entities or their contractors"); and
3. Grant the proposed contract an exemption from the competitive selection process of the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code Section 4.08.049 (B), contracts for which the City's best interests are served.

BACKGROUND:

On April 23, 2014, the California Workforce Investment Board (CWIB) and the Employment Development Department (EDD) released a Request for Applications (RFA) with the intention of funding applications to design, develop, and implement projects that accelerate employment and re-employment strategies for California job

seekers. With this RFA, the State established a Workforce Accelerator Fund to establish partnerships to create and prototype innovative strategies that bridge education and workforce gaps for targeted populations.

The Foothill WIB submitted an application to develop a Vets to Nurses Program (the "Program"). This program is a career pathway for military veterans with medical skills to obtain nursing credentials in California. In July 2014, the State awarded Foothill \$150,000 to design and implement this program.

The application proposed a partnership between the FWIB and Pasadena City College ("PCC"). The FWIB as lead agency will conduct participant eligibility, case management, support services, business services, management information system, and administrative support.

PCC was written into the grant to provide the proposed educational components. As part of this, twenty-five (25) veterans will enroll in a non-credit nurse refresher course at PCC. The refresher course will include test preparation sessions in advance of application to take the licensing exam. Through this project, veterans will have the opportunity to participate in a Career Ladder Program for LVN to RN. This component is an associate degree program available to licensed vocational nurses. In addition to the training, PCC will be responsible for orientation, recruitment, and assessment. Veterans participating in this program will have access to PCC's Veterans Resource Center.

The Housing and Career Services Department is seeking a "best interest" exemption from the competitive selection process. The major role of PCC and the services it would provide under the proposed Program were fundamental to Foothill WIB's application to the State. The Program design was modeled after a PCC's licensing test preparation course for nurses. PCC is the only known entity that both serves veterans and currently offers a refresher course for individuals studying to take the nursing exam. Finally, it was determined that targeting career services to an underserved group such as veterans, in a high demand employment sector such as nursing, would be very fundable. Based on these considerations, it would not be in the best interests of the City to conduct an open and competitive selection process for the award of this contract.

The Workforce Investment Board of the Foothill Employment and Training Consortium reviewed the contract and voted on September 18, 2014 to recommend approval.

The contract shall be entered into by "the City of Pasadena as agent for the Foothill Employment and Training Consortium."

COUNCIL POLICY CONSIDERATION:

The proposed action supports and promotes the quality of life and the local economy -- a goal of the City Council's Strategic Objectives.

ENVIRONMENTAL ANALYSIS:

The action proposed herein is exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061(b)(3). The activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

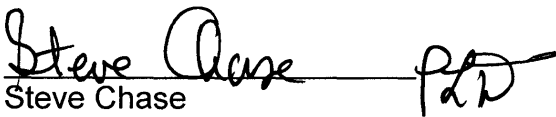
FISCAL IMPACT:

The fiscal impact of this action will be a \$90,059 expenditure of Workforce Investment Act grant funds to be awarded to the Pasadena City College. Funding for this action will be addressed by the utilization of existing budget appropriations in Account No. 681-684710-66-47630. There is no anticipated fiscal impact on the General Fund as a result of this action and it will not have any indirect or support cost requirements. The anticipated impact to other operational programs as a result of this action will be none.

Respectfully submitted,


for WILLIAM K. HUANG, Director
Housing and Career Services

Prepared by:


Steve Chase
Career Services Coordinator

Approved by:


MICHAEL J. BECK
City Manager