



County of Santa Cruz

HUMAN RESOURCES AGENCY

1000 EMELINE ST., SANTA CRUZ, CA 95060
(831) 454-4130 OR 454-4045 FAX: (831) 454-4642

0343

CECILIA ESPINOLA, ADMINISTRATOR

February 9, 2000

AGENDA: March 7, 2000

BOARD OF SUPERVISORS

County of Santa Cruz
701 Ocean Street
Santa Cruz, California

AMENDMENT OF WELFARE-TO-WORK CONTRACTS

Dear Members of the Board:

On February 15, 2000, your Board considered a preliminary report on welfare-to-work contracts and directed the Human Resources Agency (HRA) to return on this date with further recommendations. The purpose of this letter is to make recommendation regarding the term of contracts and additional funding to support welfare-to-work services provided by community-based organizations.

Background

As you are aware, the CareerWorks Division of the Human Resources Agency is subcontracting with the Community Action Board (CAB) to provide a work-related emergency payment fund for CalWORKs participants who become employed, and with Food & Nutrition Services to provide job training to CalWORKs participants. These projects, funded through the Governor's Discretionary 15% Welfare-to-Work Grant, have been successful in removing barriers to work which could not be handled in any other way. The contracts with these community-based agencies were originally planned to extend through June 30, 2000, however, due to grant savings, it is now possible to extend them through September 30, 2000.

Contract Amendments

Given the success of the Community Action Board Work-Related Emergency Payments Fund as a job retention strategy, an increase in the CAB contract is required to ensure that services continue through the term of the grant (September 30, 2000). The proposed contract amendment with CAB utilizes savings of \$148,500 in the Welfare-to-Work grant, and \$45,707 in revenue

BOARD OF SUPERVISORS

Agenda: March 7, 2000

Amendment of Welfare-to-Work Contracts

\$194,207 to contract #91776, retroactive to January 1, 2000, and an extension of the agreement term through September 30, 2000. A contract amendment has been developed and signed by the contractor, and is on file with the Clerk of the Board.

In addition, due to delays in initial startup, the Human Resources Agency is recommending a amendment to contract #91774 with Food & Nutrition Services for the job training program known as the Connections Shuttle to extend the term of the agreement through September 30, 2000, at no additional cost. A contract amendment has been developed and signed by the contractor, and is on file with the Clerk of the Board.

A transfer of funds will be necessary to accomplish these changes, and an AUD 74 is attached for your approval. Because federal and state dollars fund both contracts in full, the recommended amendments represent no cost to the County.

IT IS THEREFORE RECOMMENDED that your Board:

1. Approve a contract amendment augmenting the Community Action Board contract #91776 by \$194,207, retroactive to January 1, 2000, for a total contract not to exceed \$342,311, and extending the term of the agreement through September 30, 2000;
2. Approve a contract amendment with Food & Nutrition Services to extend the term of agreement #91774 through September 30, 2000;
3. Approve the necessary transfer of funds, and authorize the Human Resources Agency Administrator to sign the contract amendments on behalf of the County.

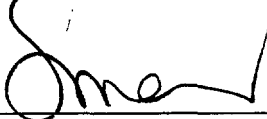
Very truly yours,



CECILIA ESPINOLA
Administrator

CE/GG:gg/cabamen2.bos

RECOMMENDED:



Susan A. Mauriello
County Administrative Officer

Attachments

BOARD OF SUPERVISORS

Agenda: March 7, 2000

Amendment of Welfare-to-Work Contracts

cc: County Counsel
Risk Management
Auditor-Controller
Contractors

COUNTY OF SANTA CRUZ
REQUEST FOR TRANSFER OR REVISION
OF BUDGET APPROPRIATIONS AND/OR FUNDS

0346

Department: Human Resources Agency - JTPA Division

Date: February 15, 2000

TO: Board of Supervisors / County Administrative Officer / District Board

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending June 30, ~~19~~ 2000

AUDITORS USE ONLY							
DOCUMENT #		AMOUNT				L/N	T/C HASH
JE	6		2	9	7	0	0,30,0,0,6,5

BATCH #	
DATE	Keyed By:

		T/C	INDEX	SUBJECT	USER CODE	AMOUNT		ACCOUNT DESCRIPTION *
T R A N S F E R	T O	0,2,1	3,9,6,0,0,0	5,2,5,0		1	48	Community Action Board
	F R O M	0,2,2	3,9,6,0,0,0	3,6,1,1		5	8	HSA
		0,2,2	3,9,6,0,0,0	5,2,2,4		9	0	Food & Nutrition Services

Explanation: To redistribute Welfare to Work 15% Retention Services funds to better meet programs needs.

Name Barbara J. Coy-Bulicz Title Sr. Dept. Admin Analyst
Barbara J. Coy-Bulicz

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated above.

Auditor-Controller, by Ronald J. Silva, Deputy Date 2/22/00

County Administrative Officer's Action: Recommended to Board | | Approved | | Not Recommended or Approved

County Administrative Officer [Signature] Date 2/23/00

State of California } As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for
ss. transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order
County of Santa Cruz } duly entered in the minutes of said Board on

_____, 19____, By _____, Deputy Clerk

(A-C)* Desc: _____ # _____ - Budget Transfer

A-C Review		

Distribution:
White - Board of Supervisors
Yellow - Auditor-Controller

BRD. NAME

AGENDA DATE

ITEM NO.

Green-County Administrative Officer
Pink-Originating Department

Goldenrod-Departmental Control Copy

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

0347

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM: Human Resources Agency - JTPA Division (Dept.)
Barbara J. Coy-Bulicz (Signature) 2/15/00 (Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

1. Said agreement is between the Human Resources Agency - JTPA Division (Agency)
and Community Action Board, 501 Soquel Avenue, Suite E, Santa Cruz, CA 95062 (Name & Address)
2. The agreement will provide continued administration of a work related emergency payment fund.
3. The agreement is needed to increase contract amount and extend term of contract through 9/30/00
4. Period of the agreement is from July 1, 1999 to September 30, 2000 (amended)
5. Anticipated cost is \$ 331,516.00 (increase Of \$ 194,207.00) (Fixed amount; Monthly rate; Not to exceed)
6. Remarks: Total contract amount \$ 342,311.00; Contract term 1/1/00 - 9/30/00
Increase 396000/5250 by \$ 148,500.00] C091776-01
Increase 392100/5665 by 45,707.00 | \$ 194,207.00 C091776-02
392100 - \$ 45,707.00 5665
7. Appropriations are budgeted in 396000 - \$ 285,808.00 (Index#) 5250 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and C091776 will be encumbered. * Contract No. _____ Date 2/22/00
are not will be
* SUBJECT TO APPROVAL OF ATTACHED AUD-74 TRANSFER
Contact: Barbara J. Coy-Bulicz X-4591 By Ronell J. Silva Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
_____ to execute the same on behalf of the _____

_____ (Agency).

Remarks: _____ (Analyst) By R. Kelly County Administrative Officer Date 2/23/00

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - Green
Co. Admin. Officer - Canary
Auditor-Controller - Pink
Originating Dept. - Goldenrod

To Orig. Dept. if rejected.

State of California)
County of Santa Cruz) ss

I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
State of California, do hereby certify that the foregoing request for approval of agreement was approved by
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered
in the minutes of said Board on _____ County Administrative Officer

_____ 19 _____ By _____ Deputy Clerk

Contract Amendment #2

This document amends Contract #9 1776 between the County of Santa Cruz Human Resources Agency and the Community Action Board for the provision of a Work-Related Emergency Payments Fund, effective January 1, 2000.

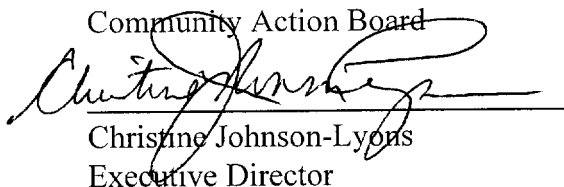
Amount of Agreement shall be amended to augment the total contract amount by \$194,207, for a total contract amount not to exceed \$342,311.

The term of the agreement shall be extended through September 30, 2000.

All other provisions of the agreement remain the same.

SIGNATURES

Community Action Board

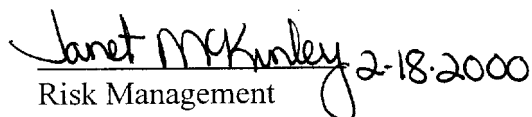

Christine Johnson-Lyons
Executive Director2/22/00
Date

County of Santa Cruz Human Resources Agency

Cecilia Espinola
Administrator

Date

Approved as to form:


Asst. County Counsel
Risk Management

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

0349

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM: Human Resources Agency - JTPA Division (Dept.)
Barbara J. Coy-Buliez (Signature) 2/15/00 (Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

1. Said agreement is between the Human Resources Agency - JTPA Division (Agency)
and Food and Nutrition Services, 236 Santa Cruz Avenue, Aptos, CA 95003 (Name & Address)
2. The agreement will provide continued Connection Shuttle operations for Welfare to Work participants.
3. The agreement is needed to extend term of contract through September 30, 2000
4. Period of the agreement is from July 1, 1999 to September 30, 2000 (amended)
5. Anticipated cost is \$ _____ (Fixed amount; Monthly rate; Not to exceed)
6. Remarks: _____
7. Appropriations are budgeted in 392 100 (Index#) 5665 (Subobject)
396000 5224

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered. Contract No. C091774 Date 2/22/00
are not will be
N/A TERM EXTENSION ONLY
Contact: Barbara J. Coy-Buliez X-4591 GARY A. KNUTSON, Auditor - Controller
By Ronald J. Silva Deputy.

Proposal reviewed and approved, It is recommended that the Board of Supervisors approve the agreement and authorize the
_____ to execute the same on behalf of the _____

Remarks:

_____ (Analyst)

County Administrative Officer
BY [Signature] Date 2/23/00

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - Green *
Co. Admin. Officer - Canary
Auditor-Controller - Pink
Originating Dept. - Goldenrod

To Orig. Dept. if rejected.

ADM - 29 (6/95)

State of California)
County of Santa Cruz) ss

I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
State of California, do hereby certify that the foregoing request for approval of agreement was approved by
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered
in the minutes of said Board on _____ County Administrative Officer
_____ 19 _____ By _____ Deputy Clerk

52

Contract Amendment #1

0350

This document amends Contract #91774 between the County of Santa Cruz Human Resources Agency and Food & Nutrition Services for the provision of the Connections Shuttle, effective March 7, 2000.

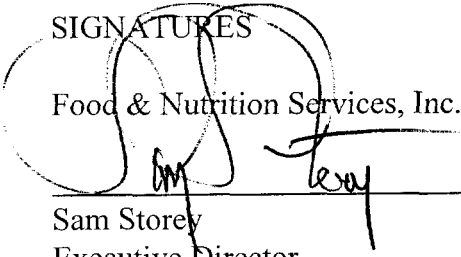
The agreement shall be amended as follows:

The term of the agreement shall be extended through September 30, 2000.

All other provisions of the agreement remain the same.

SIGNATURES

Food & Nutrition Services, Inc.



Sam Storey
Executive Director



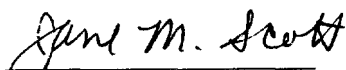
Date

County of Santa Cruz Human Resources Agency

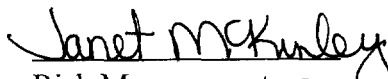
Cecilia Espinola
Administrator

Date

Approved as to form:



Asst. County Counsel



Risk Management 2-18-2000