



County of Santa Cruz

HUMAN RESOURCES AGENCY

Cecilia Espinola, Administrator

1000 Emeline Avenue, Santa Cruz, CA 95060

(831) 454-4130 or 454-4045 FAX: (831) 454-4642

September 11, 2001

AGENDA: September 25, 2001

BOARD OF SUPERVISORS
county of Santa Cruz
701 Ocean Street
Santa Cruz, CA. 95060

APPROVE FY 2001-02 CONTRACT WITH SHORELINE OCCUPATIONAL SERVICES FOR THE POST-EMPLOYMENT CAREER ADVANCEMENT PROJECT

Dear Members of the Board:

As you may recall, Shoreline Occupational Services was awarded a performance based contract in October 2000 to provide career advancement counseling services for participants in the Careerworks Division of the Human Resources Agency (HRA.) The purpose of this letter is to request your Board's approval for a new contract with Shoreline Occupational Services to continue providing project services for an additional year. Funding for this project is included in the FY 2001-02 budget.

Services provided by this project include employment counseling for newly employed Careerworks participants, career advancement planning, and assistance for both employers and employees to arrange job-related skill upgrade training. Over the past year, Shoreline Occupational Services has exceeded performance standards as set forth in their first year contract and has served over 100 Careerworks participants, helping them to retain jobs, advance in their careers, and progress toward self sufficiency and economic independence.

The total cost for this project is \$156,011 for Fiscal Year 2001-02; \$150,911 funded by the CalWORKs program and \$5,100 funded by the Workforce Investment Act. A complete copy of this contract is on file with the Clerk of the Board.

Agenda: September 25, 2001

Approve Contract with Shoreline Occupational Services

IT IS THEREFORE RECOMMENDED that your Board:

1. Approve a contract in the amount of **\$156,011** with Shoreline Occupational Services for the Post Employment Career Advancement Project; and
2. Authorize the Human Resources Agency Administrator to execute the contract on behalf of the County and to approve any minor amendments to the contract, which do not affect the purpose or total contract amount.

Very truly yours,

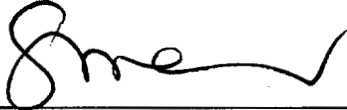


CECILIA ESPINOLA

Administrator

CE\cw

RECOMMENDED:



SUSAN A. MAURIELLO

County Administrative Officer

CC: County Administrative Office
Auditor Controller
HRA-Fiscal
County Counsel
Risk Management
Contractor

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

0109

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

FROM: HUMAN RESOURCE AGENCY (Dept.)
Francis Garcia (Signature) 9/22/01 (Date)

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

- Said agreement is between the SANTA CRUZ COUNTY HUMAN RESOURCE AGENCY (Agency) and SHORELINE OCCUPATIONAL SERVICES 350 ENCINAL ST. SANTA CRUZ, CA. 95060 (Name & Address)
- The agreement will provide EMPLOYMENT COUNSELING AND CAREER PLANNING FOR PARTICIPANTS IN CAREER WORKS.
- The agreement is needed TO CONTINUE PROVIDING ABOVE SERVICE
- Period of the agreement is from 7/1/01 to 6/30/02
- Anticipated cost is \$ 156,011 (~~Fixed amount; Monthly rate~~; Not to exceed)
- Remarks: W-9 ON FILE CONTACT: C. WALBERG X 4067
(ON CONTINUING CONTRACT LIST SECTION II)
- Appropriations are budgeted in C12261-02 \$150,911 C12261-01 \$5,100 (Index#) 392100/5243 (Subsubject: 392100/5665)

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

Appropriations are available and have been encumbered. Contract No. C12261-02 / C12261-01 Date 9/12/01
CC-12, CC-13, IF NOW II
GARY A. KNUTSON, Auditor - Controller
By Adam J. Velt Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the HUMAN RESOURCE ADMINISTRATOR to execute the same on behalf of the SANTA CRUZ COUNTY

HUMAN RESOURCE AGENCY (Agency).
Remarks: GL (Analyst) By GL County Administrative Officer Date 9/14/01

Agreement approved as to form. Date _____

Distribution:
Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - Green
Co. Admin. Officer - Conroy
Auditor-Controller - Pink
Originating Dept. - Goldonrod

*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 _____ 19 _____
County Administrative Officer
By _____ Deputy Clerk

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