

II. Ratification of ARRA Contracts

- **Child Care Quality Contracts (October ratification)**

- **Rapid Response/Early Intervention Services Supplemental Funds Action Plan**

In August, Board of Directors authorized staff to negotiate a contract with **The Innis Company** to provide Transition Center Management services for 3,500 displaced workers, Business Access to provide industry work groups to analyze economic and labor market data, as well as, procure a facility, furniture and equipment as necessary for the Workforce Solutions Greater Dallas Express Transition Center.

After careful negotiations, staff recommends ratification of a contract with **The Innis Company** to provide career transition services for 3,500 displaced workers between September 1, 2009 and August 30, 2010 for an amount not to exceed **\$955,474** with the option to extend the contract based upon assessed need and the availability of funds. Cost differences from the original proposal are due to reducing the project term from sixteen to twelve months requiring an increase in staffing to serve the target number of customers. The Innis Company has adopted the dba *Momentum! An Innis Company* to use as a co-brand for the project.

Staff also recommends ratification of a contract with **Business Access** to implement an **Emerging Market Workgroup Project** that will monitor economic development in the Dallas area, provide real-time labor market information and engage GreatJobUS.com participants in the exploration of growth markets and industries. The contract term would be September 17, 2009 through September 30, 2010 for an amount not to exceed **\$243,000** with option to extend the contract based upon assessed need and availability of funds.

Following procurement for computers for the Transition Center, staff recommends purchasing 25 computers from **XNET Systems** at a DIR cost of \$956 for 25 computers with the remainder of amount for laptops not to exceed **\$28,855**.

Recommendation: Board approval of contracts presented above.

In August, the Board provided authorization to enter into a lease, not to exceed 12 months for space to operate the Transition Center at a cost not to exceed \$140,000 and furniture/equipment at a cost not to exceed \$100,000. Staff entered into a lease with TM Crowe.

Recommendation: Board ratification of lease with TM Crowe presented above.

Budget Description	Original Amount Approved 6/09	Recommended Contract & Revised Budget Amounts	Recommended Contract & Revised Budget Amounts
Current Contract Award	\$1,800,000		
Additional Funds Requested	\$ 400,000		
TOTAL	\$2,200,000	\$2,200,000	Award Amount
Administration: Not available with Rapid Response)	\$0	-0-	
Transition Center Operations: ➤ Center Management Services & Business Access	\$1,500,000	\$ 955,474 \$ 243,000 <u>\$ 500,000</u> \$1,698,474	➤ The Innis Company ➤ Business Access – Emerging Market Workgroup Project ➤ Business Access – GreatjobUS.com expansion

➤ Facility Lease – 7,500 sq. ft. for 16 months@\$8,750/mo.	\$140,000	\$140,000	
➤ Furniture and Equipment	\$100,000	\$100,000	
➤ Computers		\$ 28,855	
Other Rapid Response Services:			
➤ Lay-off Aversion tools	\$ 50,000	\$ 0	
➤ Lay-off Aversion Pre-feasibility studies	\$100,000	\$ 0	
Contingency	\$ 90,000	\$ 232,671	

- **Employer Specific Rapid Reemployment Contract**

Staff has successfully negotiated with andre david & associates and Executive Focus to provide the following services:

- andre david & associates is managing and operating the City of Dallas on-site transition center and providing a comprehensive set of workshops, personal assessments, and other job/career transition services at a cost not to exceed \$262,689.
- Executive Focus is providing orientation and training sessions as well as managing the employer recruitment and job placement portion of the rapid reemployment services at a cost not to exceed \$65,000.

RECOMMENDATION: Board approval and ratification of contracts presented above.

III. De-obligate and Re-obligate Contracts

- **Obligate remaining WIA Youth Formula Dollars**

In May, staff received approval to contract with the existing youth contractors (Arbor, Richland College and Gulf Coast Trades. Following an end of year review, additional WIA Youth Formula dollars are remaining for obligation.

<u>Contractor</u>	<u>Current Contract Amount</u>	<u>Additional Dollars</u>	<u>Final Contract Amount</u>
Arbor E&T	\$2,841,522.00	\$500,000.00	\$3,341,522.00
Richland College	\$978,405.00	\$311,773.00	\$1,290,178.00

RECOMMENDATION: Board approval of amendments to contracts presented above.

- **De-obligate TANF Funds from Arbor/Re-obligate to Business Access**

- **FY09 Arbor E&T Contract TANF Amendment**

Arbor E&T has under-spent their Temporary Assistance to Needy Families (TANF) funds. These funds will expire on September 30, 2009 and must be re-programmed in an attempt to meet State expenditure benchmarks. Staff requests a de-obligation of TANF funds previously contracted for personnel costs in the amount of **\$235,000**.

RECOMMENDATION: Board authorization to amend Arbor's existing contract for a reduction of \$235,000 in TANF funds.

- **Business Access, LLC Contract**

Staff recommends re-obligating **\$249,696** in TANF funds to provide an additional 72 seats to Business Access for in-home learning systems to TANF customers at a cost not to exceed **\$249,696**.

RECOMMENDATION: Board authorization to amend the contract with Business Access at a cost not to exceed \$249,696.

- **Obligate New SNAP (Food Stamp) Dollars to Arbor**
 - **FY09 Arbor E&T Contract SNAP (Food Stamp) Amendment**
To fully obligate SNAP funds, staff recommends adding additional SNAP and SNAP ABAWD funds to the existing Arbor E&T contract to include **\$170,000** for SNAP and **\$65,000** SNAP ABAWD funds totaling **\$235,000**.

RECOMMENDATION: Board authorization to amend Arbor's existing contract to add additional SNAP funds in the amount of \$235,000 as presented above, effective June 1, 2009 through September 30, 2009.

IV. Approval of WIA funds to ChildCareGroup

In May, the Board approved **\$300,000** in additional childcare funds for WIA Youth. In efforts to provide additional childcare dollars for the WIA programs, staff recommends adding **\$750,000**, which consists of **\$200,000** for WIA Dislocated Worker, **\$350,000** for WIA Adult; and **\$200,000** for WIA Youth effective July 1, 2009.

RECOMMENDATION: Board authorization to contract with ChildCareGroup's to add \$750,000 in additional WIA funds in the amount presented above, effective July 1, 2009 through June 30, 2010.

V. Approval to Partner with the I-35 Corridor Partnership and Energy (briefing)

RECOMMENDATION: Board authorization to partner with the I-35 Corridor Partnership and Energy as presented.

VI. Approval to Contract 2009-2010 Contract Renewals and Amendments for all Programs

The Board's contracts with current contractors listed below will expire September 30th and requires us to let new contracts. The lists below are the contractors, services and cost for fiscal year 2010 (October 1, 2009 through September 30, 2010):

- **The ChildCareGroup** at cost not to exceed **\$46,313,794**, which consists of **\$4,444,625** for the management and operations of childcare and local match services; and **\$41,869,169** for direct care. In addition, the Board's contract with TWC for FY2010 Texas Department of Family and Protective Services (DFPS) funds is an indefinite quantity/indefinite delivery contract. These are pass through funds, which allows ChildCareGroup to provide services to DFPS children enrolled in childcare.
- **Christine Nguyen, CPA** at cost not to exceed **\$100,725** to conduct financial monitoring for all contracts.
- **Juanita Forbes and Associates** at cost not to exceed **\$134,999** to conduct compliance and program monitoring for all contracts.
- **Qnet, Inc.** at cost not to exceed **\$353,000** to provide computer and network maintenance and upkeep at all workforce centers including the Youth center and Board office. This includes the cost of the Novell Migration to Microsoft Active Directory project in the amount of \$81,000.
- **ComputerConnect Plus, Inc.** at cost not to exceed the hourly rate of **\$15** for printer repair services provided on an as need in all locations.

RECOMMENDATION: Board authorization to contract with the above contractors, effective October 1, 2009 through September 30, 2010.

- **Arbor E&T** to be granted a one-month letter contract to incur costs pending formal negotiations to what appears to be approximately a **\$12.8 million** dollar year. In the absence of complete information from Arbor, we were unable to be specific. The contract will be brought back in October for approval.

RECOMMENDATION: Board authorization for one-month letter contract to incur costs as indicated above.

Learning Designs Inc.

Learning Designs, Inc. (LDI) has contracted with Workforce Solutions Greater Dallas since September 2008 to provide staff training and development services as part of the National Workforce Institute Project. The current contract ends September 30, 2009; however, staff recommends extending the contract for three (3) months. In October, LDI will perform a gap analysis of the workforce centers. The gap analysis will gather center-based information regarding how well staff has implemented the customer service and workflow process skills taught thus far. Although limited program-specific training will be scheduled for November and December, the information gathered in the gap analysis will determine the direction of staff training and development for the remainder of the FY2009-2010 cycle. Staff recommends extending LDI's current contract three (3) months at a cost not to exceed **\$90,000; of which \$40,000 will be designated to complete the gap analysis.** The Board of Directors will be briefed on the analysis and proposed plan at the November Board meeting.

Recommendation: Board approval of contract presented above.

Mercury Communication Services, Inc. Amendment

Mercury Communication Services, Inc. provides the Board's unified communications systems (telephones) throughout our workforce centers. With general maintenance and the additional cost of moving staff to other center locations due to the Southwest center closure, staff has seen an increase in cost. These costs were not budgeted in the projected expenses for the Southwest center move. Therefore, staff is recommending additional funds in the amount of **\$16,000** to cover these expenditures.

RECOMMENDATION: Board authorization to amend the existing agreement with Mercury Communication Services, Inc. at a cost not to exceed \$16,000.

Selection of Vendor for Signage

In response to an open procurement for vendors, staff selected Wingfield Sign & Graphics as a primary vendor for signage upon review of costs and quality of proposed signage. The following costs are recommended for approval for the new Southwest Center location, as well as additional workforce center signage needs:

Exterior signage:	\$18,095
Main entrance signage:	\$15,230
Interior signage:	\$2,250

RECOMMENDATION: Board authorization to add Wingfield Sign & Graphics to the approved vendors' list for all signage needs.