

# ALAMEDA COUNTY BOARD OF SUPERVISORS

## MINUTE ORDER

*The following was action taken by the Board of Supervisors on January 29, 2013*

Approved as Recommended ☒ Other ☐

Unanimous ☒ Chan ☐ Haggerty ☐ Miley ☐ Valle ☐ Carson ☐ - 5

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

- ☐ Resolution(s) \_\_\_\_\_  
☐ Ordinance(s) \_\_\_\_\_  
☒ Contract(s) 901099, 8592

File No. 28697  
Item No. 3 A & B

Document(s) to be signed by Agency/Purchasing Agent

☒ Contract(s) 900938

Copies sent to:

J. Villaflor, M. Torow, C. Adams QIC 20203  
A. Ford QIC 50306 & Auditor QIC 20111

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:  
Clerk of the Board  
Board of Supervisors

By: Tamara S. Lewis  
Deputy



Lori A. Cox  
Agency Director

AGENDA \_\_\_\_\_ January 29, 2013

Thomas L. Berkley Square  
2000 San Pablo Avenue, Fourth Floor  
Oakland, California 94612  
510-271-9100 / Fax: 510-271-9108  
[ssadirector@acgov.org](mailto:ssadirector@acgov.org)  
<http://alamedasocialservices.org>

January 2, 2013

Honorable Board of Supervisors  
Administration Building  
Oakland, CA 94612

Dear Board Members:

**SUBJECT:** Approval of New Awards and Related Service Agreements resulting from the FY 2012 - 2013 Request for Proposal (RFP) for Employment Services and Vocational English as a Second Language (ES/VESL) Program for Limited English Speaking CalWORKs, General Assistance and Refugee Participants (RFP NO. 900938)

**RECOMMENDATIONS:**

1. Approve awards resulting from the RFP for Employment Services for Limited English Speaking CalWORKs, General Assistance and Refugee Participants (RFP NO. 900938), as detailed in this board letter for the award period of February 1, 2013 through June 30, 2013 with authority to renew for two additional Fiscal Years, 2013 - 2014 and 2014 - 2015.
2. Approve and authorize a new CBO Master Contract (M# 901099, Procurement# 8592) and related Exhibits with the International Rescue Committee (IRC), (Principal: Hans Van de Weerd - Location: Oakland, CA) in the amount of \$187,500 for award period of February 1, 2013 through June 30, 2013, with authority to renew in the amount of \$450,000 annually for the FYs 2013 - 2014 and 2014 - 2015 for ES/VESL services for Limited English Speaking CalWORKs, General Assistance and Refugee Participants.

**SUMMARY/DISCUSSION:**

This letter requests action by your Board to approve and authorize awards resulting from the RFP for Employment Services for Limited English Speaking CalWORKs, General Assistance and Refugee Participants (RFP NO. 900938) to both CCEB and IRC. The Social Service Agency (SSA) provides ES/VESL services to assist Refugee, LEP CalWORKs and LEP General Assistance (GA) participants gain employment and meet their CalWORKs work requirements. To better facilitate the delivery of ES/VESL services, working through GSA, proposals were solicited from vendors to provide County-wide services. The two recommended awardees, CCEB and IRC (with local sub-contractors) will have service sites in both South and North County.

**SELECTION CRITERIA/PROCESS:**

*Upon the SSA's request, GSA issued RFP #900938 for Employment Services for Limited English Speaking CalWORKs, General Assistance and Refugee Participants on May 24, 2012. The RFP was posted on the website for 57 days; sent by SSA to 250 County vendors and sent to 2,941 subscribers to the E-Gov Goods and Services - Current Contract Opportunities mailing service. Two networking/bidder's conferences were held and were attended by 23 vendors.*

*On July 19, 2012, two responses to the RFP were received. All responses were evaluated by the County Selection Committee (CSC) comprised of a Program Analyst from the City of Oakland, a Social Services Planning Manager from the City of Hayward and a local non-profit organization Executive Director. Both vendors that submitted a proposal were interviewed by the CSC. A maximum total of 500 evaluation points were available for this RFP. Both bidders, International Rescue Committee, Inc. and Catholic Charities of the East Bay achieved high scores and were recommended for award according to the terms of the RFP which allowed for multiple awards. As the contracts will be federally funded, a federal SLEB waiver, #397-R, was granted by the Office of Contract Compliance. No appeals were received.*

*The following is the evaluation summary:*

**EVALUATION SUMMARIES**

<i>Vendor</i>	<i>Location</i>	<i>Local</i>	<i>Evaluation Points</i>
<i>Catholic Charities of the East Bay</i>	<i>Oakland, CA</i>	<i>Y</i>	<i>447</i>
<i>International Rescue Committee, Inc.</i>	<i>Oakland, CA</i>	<i>Y</i>	<i>430</i>

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**FINANCING:**

Funding for the recommended awards with CCEB (FY2012-2013: \$187,500, FY 2013-2014 \$450,000, FY 14-15: \$450,000) and IRC (FY2012-2013: \$187,500, FY 2013-2014 \$450,000, FY 14-15: \$450,000) is available within SSA's current budget. There will be no new net County costs. Continued funding will be included in planned Agency budgets for FY's 2013-2014 and 2014-2015.

Sincerely,



Lori A. Cox  
Agency Director

ATT: One set of five (5) CBO Master Contracts and Exhibits for Board President signature.

c: County Administrator  
County Auditor-Controller  
County Counsel  
General Services Agency