

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**

**Prepared on:** 4/22/02  
**Department Name:** Social Services  
**Department No.:** 044  
**Agenda Date:** 05/28/02  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Charlene A. Chase, Director  
Social Services Department

**STAFF CONTACT:** Bob Shapiro  
x4650

**SUBJECT:** AGREEMENT WITH ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT FOR THE PROVISION OF YOUTH EMPLOYMENT & TRAINING SERVICES PURSUANT TO THE WORKFORCE INVESTMENT ACT

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**Recommendation(s):**

That the Board of Supervisors:

Execute an Agreement with Allan Hancock Joint Community College District, a local vendor, to provide youth employment and training activities for the period of July 1, 2001 through June 30, 2002 in an amount not to exceed \$167,845.00.

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with Goal No. 7: Strengthen the Safety and Well-Being of Children and Their Families to Ensure a Strong Future for our Community.

**Executive Summary and Discussion:**

The Workforce Investment Act targets low-income youths who are basic-skills deficient, handicapped, in foster care or homeless, are parenting teens, and/or who have been involved in the juvenile justice system. Unlike its predecessor programs, WIA youth activities combine summer and year-round activities. Allan Hancock College is a long-time provider of youth employment and training services and was selected through a competitive proposal process by the Workforce Investment Board and its Youth Council. Program activities are subject to performance standards developed by the U.S. Department of Labor for employment outcomes, educational attainments, and skill acquisitions. Activities for participants include enrolling out-of-school youth into community college classes, work experience, employment preparation, and adult mentoring.

**Mandates and Service Levels:**

Services to be provided under this Agreement are in conformance with Section 664 of the Final Federal Regulations governing Youth Activities under the Workforce Investment Act (August 11, 2000). The planned 295 youth enrollments are for both summer and year-round activities. The contractor provides all of the required youth services enumerated in Section 129 of the Act.

**Fiscal and Facilities Impacts:**

This contract is 100% funded with Work Investment Act Youth funding. Also, the appropriations for this contract was included in the Department's 2001/2002 adopted budget. Approval of this contract will not result in an increased need for local tax dollars.

**Attachments:**

- Agreement for Services of Independent Contractor

**Special Instructions:**

After execution by the Chair, please return one (1) originally signed agreement for the contractor, the Department copy of the agreement, and one (1) copy of the minute order, attention: Jennifer Lock.

**Concurrence:**

Auditor-Controller  
County Counsel  
Risk Management

# Contract Summary Form: Contract Number : \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Complete data below, print, obtain signature of authorized departmental representative, and submit this form (and attachments) to the Clerk of the Board (>\$25,000) or Purchasing (≤\$25,000). See also "Contracts for Services" policy. Form not applicable to revenue contracts.

D1. Fiscal Year .....: FY 2001/02  
 D2. Budget Unit Number (plus -Ship/-Bill codes in paren's) : 044  
 D3. Requisition Number .....: -----  
 D4. Department Name.....: Social Services  
 D5. Contact Person .....: Robert Shapiro  
 D6. Phone .....: 681-4650

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K1. Contract Type (check one):  Personal Service  Capital Project/Construction  
 K2. Brief Summary of Contract Description/Purpose : North County Youth Services under WIA  
 K3. Original Contract Amount .....: \$167,845.00  
 K4. Contract Begin Date.....: 7/1/01  
 K5. Original Contract End Date.....: 6/30/02  
 K6. Amendment History (leave blank if no prior amendments):  

Seq#	EffectiveDate	ThisAmndtAmt	CumAmndtToDate	NewTotalAmt	NewEndDate	Purpose (2-4 words)
		\$	\$	\$		

K7. Department Project Number .....: N/A

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B1. Is this a Board Contract? (Yes/No) .....: Yes  
 B2. Number of Workers Displaced (if any).....: -0-  
 B3. Number of Competitive Bids (if any) .....: N/A  
 B4. Lowest Bid Amount (if bid) .....: \$ N/A  
 B5. If Board waived bids, show Agenda Date.....:  
 B6. ... and Agenda Item Number .....: # N/A  
 B7. Boilerplate Contract Text Unaffected? (Yes / or cite ¶¶) : Sections 5 and 30

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F1. Encumbrance Transaction Code .....: 1701  
 F2. Current Year Encumbrance Amount .....: \$ 167,845.00  
 F3. Fund Number.....: 0055  
 F4. Department Number.....: 044  
 F5. Program Number.....: 5810  
 F6. Account Number.....: 7510  
 F7. Organizational Unit Number.....: 5365  
 F8. Payment Terms .....: Net 30

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V1. Vendor Numbers (A=uditor; P=urchasing) .....: A -  
 V2. Payee/Contractor Name.....: SAllan Hancock Joint Community College District  
 V3. Mailing Address .....: 800 S. College Drive  
 V4. City State (two-letter) Zip (include +4 if known): Santa Maria, CA 93454  
 V5. Telephone Number.....: (805) 922-6966  
 V6. Contractor's Federal Tax ID Number (EIN or SSN) : 95-6000-940  
 V7. Contact Person.....: Terry Exum  
 V8. Workers Comp Insurance Expiration Date .....: Self-insured  
 V9. Liability Insurance Expiration Date[s] (G=enl; P=rofl) : G-6/30/02  
 V10. Professional License Number .....: # N/A  
 V11. Verified by (name of County staff) .....: Bob Shapiro  
 V12. Company Type (Check one):  Individual  Sole Proprietorship  Partnership  Corporation  Educational Institution

**I certify:** information complete and accurate; designated funds available; required concurrences evidenced on signature page.

Date : Authorized Signature .....

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