



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** June 26, 2014

**Board Meeting Date:** August 5, 2014

**Special Notice / Hearing:** None

**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Nicole Pollack, Director of Workforce and Economic Development

**Subject:** Amendment to the agreement with West Ed

**RECOMMENDATION:**

Adopt a Resolution authorizing an amendment to the agreement with West Ed to develop and implement an evaluation plan to measure the success of the Alliance for Language Learners' Integration, Education, and Success grant activities and pilot programs, increasing the amount by \$30,000 to \$395,000.

**BACKGROUND:**

In July, 2012, San Mateo County was awarded funds in the amount of \$2.6M to implement the Alliance for Language Learners' Integration, Education, and Success (ALLIES) grant proposal. The San Mateo County Workforce and Economic Development division (SMCWED), serves as the administrative oversight for the grant. SMCWED coordinates with workforce, education and community-based partners to implement pilot programs and innovative approaches that address the need for English language instruction for immigrant workers and to connect them to skill building/training that lead to family sustaining employment.

A requirement of the ALLIES grant is the development and implementation of an evaluation plan to measure the success of the grant activities and pilot programs. West Ed was selected as the evaluator of the ALLIES grant.

**DISCUSSION:**

West Ed is responsible for evaluating three pilot programs which consist of classes for incumbent workers and immigrants who have the need to improve English language and job readiness skills.

It is recommended that the original contract dollar amount be increased by \$30,000 so that West Ed can evaluate up to three additional ALLIES incumbent worker training

classes for the purpose of serving more ALLIES participants and achieving up to three more successful incumbent worker training programs.

The Contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits. County Counsel has reviewed and approved this Agreement and Resolution as to form and the Contractor meet insurance certification requirements.

Approval of this Amendment contributes to the Shared Vision 2025 outcome of a Collaborative Community by connecting workers requiring English-language acquisition, work readiness and career technical training to high-need regional career pathways.

The Workforce and Economic Development Division requests your Board to authorize the Director of Workforce and Economic Development as a designee for the County Manager's office to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

**PERFORMANCE MEASURE(S):**

Measure	FY 2014-15 Actual	FY 2015-16 Projected
Percent of participants who received English as a Second Language (ESL) training through the integrated SV ALLIES program that go on to complete a vocational training program and/or earn an industry-recognized credential.	40%	N/A

**FISCAL IMPACT:**

The dollar value of the contract before this amendment is \$365,000. This amendment adds \$30,000 for a new maximum fiscal obligation of \$395,000. There is no change to the contract term. The contract is fully funded by the Department of Labor ALLIES grant. This contract and funding has been included in the County Manager's Office FY 2013-2014 Adopted Budget and the FY 2014-15 Recommended Budget. There is no Net County Cost.