

CITY OF OAKLAND

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2017 MAY 12 AM 9:12

# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Mark Sawicki  
Director, DEWD

**SUBJECT:** West Oakland Job Resource Center  
Fiscal Agency Contract

**DATE:** May 1, 2017

City Administrator Approval

Date:

5/11/17

## RECOMMENDATION

**Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To: 1) Waive The Advertising, Competitive Bid, And Request For Proposals/Qualifications Process; And 2) Amend The Contract With The Urban Strategies Council To Act As The Fiscal Agent For The West Oakland Job Resource Center (Previously Amended By Resolutions 85251 C.M.S., 85661 C.M.S., and 86240 C.M.S.) To Increase The Contract Amount From \$212,936 to \$240,782 And To Extend The Termination Date To December 31, 2017.**

## EXECUTIVE SUMMARY

The West Oakland Job Resource Center (WOJRC) is a project of the City of Oakland developed in partnership with community organizations, employers, and labor unions. The concept of a WOJRC was developed as part of the community benefits for the Oakland Army Base (OAB) redevelopment project. To enhance and expedite its development, the City entered into a fiscal agency agreement with the Urban Strategies Council (USC) in 2014. The current fiscal agency contract with USC is scheduled to end on June 30, 2017. In accordance with the established agreements and prior Resolutions approved by the City Council and its committees, City of Oakland and WOJRC staff have been on a timeline to establish the WOJRC as a City-sponsored 501(c)(3) non-profit corporation during the 2016-2017 fiscal year (FY). However, to fully complete the administrative and legal processes of getting the WOJRC to operate as an independent nonprofit organization may require up to six months. As such, the existing contract with USC needs to be extended for an additional six (6) months, until December 31, 2017.

## BACKGROUND / LEGISLATIVE HISTORY

As part of the OA B redevelopment project, the City entered into a Cooperation Agreement with community stakeholder organizations and labor unions, which states that the City will take the lead in the development and implementation of a WOJRC to support contractors and employers in meeting the project's local hiring requirement. These Community Jobs Policies established the region's highest local and disadvantaged hiring goals (set at 50 percent) as well as national precedent-setting job quality standards for this massive redevelopment project that will

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ultimately generate approximately 3000 jobs in the construction and trade, distribution and logistics (TDL) sectors. In addition to the 50 percent local hire threshold, two of the policy's more innovative requirements included limitations on employers' use of temporary staffing agencies to fill regular job openings and a "Ban the Box" policy that opens job opportunities to justice-involved individuals.

To support the work of the aforementioned vision, in April 2013, the Oakland City Council approved the use of revenue from new billboards that were approved along with the OAB Lease Disposition and Development Agreement (LDDA) to fund the WOJRC (Resolution No. 84312 C.M.S). In January 2014, the City conducted a Request for Bids process and selected the USC as the Fiscal Agent and Employer Record for the WOJRC. The original contract was for \$24,991 for fiscal agency fees and indirect costs. Council has since approved Resolution No.84994 C.M.S to increase the contract to \$50,000 and extend it to November 20, 2014 (based on funding available at that time), Resolution No 85251 C.M.S. to increase the contract amount to \$105,000 and extend the contract termination date to June 30, 2015, Resolution No. 85661 C.M.S. to increase the contract amount to \$155,000 and extend the contract termination date to June 30, 2016 and Resolution No. 86240 C.M.S. to increase the contract amount from \$155,000 to \$212,936 and extend the termination date to June 30, 2017. Funding for the WOJRC was allocated at \$356,163 per year in the Mayor's FY 2015-2017 budget, \$289,678 of which was to be administered by the USC.

### **ANALYSIS AND POLICY ALTERNATIVES**

The WOJRC was conceived during the multi-year community benefits development process and involved dozens of community stakeholders, organized labor, employers and City staff, resulting in the Army Base Community Jobs Policies. Through a binding Cooperation Agreement between the City of Oakland, organized labor and community stakeholders, the City is obligated to have a "Job Center" to support the development of the Oakland Army Base project. The Army Base Project Labor Agreement (PLA) as well as the Community Jobs Policies, all of which are embedded in the Army Base Lease Disposition and Development Agreements (LDDA), frames the work of the WOJRC.

To ensure accountability and adherence to these policies, the City Of Oakland and its community partners established a Community Jobs Oversight Commission comprised of stakeholders from community-based organizations, employers, unions and the public sector. The Commission meets on a monthly basis to review project performance towards policy goals and ensure accountability for results to the community.

The redevelopment of the OAB has reached the warehousing vertical development and tenanting phase, which will ultimately create about 3,000 TDL jobs through both city and port-side developments. TDL represents all the movement of goods from when it is manufactured until when it arrives to the purchaser, either in a store or, increasingly, at your doorstep. This sector is growing at all geographic levels, including locally, regionally, nationwide, and globally. According to Plunkett Research, 2013 core transportation revenues were about \$950 billion in the U.S. and \$4.5 trillion worldwide, accounting for about 6 percent of all global economic activity. In the East Bay, the sector provides about 34,000 direct jobs and 110,000 indirect jobs,

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which is about 12 percent of the East Bay's jobs. Exact job figures for the City Of Oakland are difficult to extrapolate because this data is only available at the Metropolitan Statistical Area (MSA) level; the Port of Oakland obviously drives a lot of this employment and economic activity.

As noted in the June 14, 2016 staff report, the role of the USC as the fiscal agent for the WOJRC was always intended to be an interim solution while the center worked to build administrative and programmatic capacity that would enable it to function as an independent 501(c)(3) nonprofit organization. Indeed, during the Community Jobs Policies discussions, community stakeholders expressed a strong desire for the "Job Center" to be a community-based organization, operating outside of the traditional City structure. The unique nature and evolution of the WOJRC and the binding agreements that guide its work has made it imperative that the city closely manage and support its operations, while the WOJRC staff has become steeped in its policies, knowledge of the construction trades and relationships with community, labor, and business stakeholders.

Through the existing fiscal agency contract, the USC has provided administrative support including employment and benefits administration, risk management and compliance, financial services, IT support, data management assistance and resource development and administration. While staff is pleased with the current relationship with the USC, fiscal agency is not the optimum long-term structural solution, even with its track record of receiving and administering grants from the Port of Oakland's Maritime Aviation Project Labor Agreement Social Justice Trust Fund, the Kellogg Foundation, and the San Francisco Foundation. Creating a 501(c)(3) non-profit public benefit corporation will allow the WOJRC to maximize cost-effective operations. The City has a history of creating non-profit entities for long-term operations such as Children's Fairyland, the Paramount Theater, and the Fox Theater.

Staff has made considerable progress for developing the internal structures, forming a board of directors, and filing the appropriate incorporation documents to create the 501(c)(3) organization. However, completing the proper steps could still take an additional six months. These include appointment of Board Members and the adoption of By-Laws. Because the contract with the USC will sunset on June 30, 2017, an extension is necessary to provide adequate time to establish the WOJRC as a 501(c)(3).

### **FISCAL IMPACT**

The City Council authorized the use of Army Base billboard revenue to fund the WOJRC (per Resolution No. 84164 C.M.S) and \$356,163 in funding per year is included in the FY 2015-2017 City Budget. The City Of Oakland Proposed Policy Budget for FY 2017-2019 includes a nearly identical amount of \$355,237 per year to support the ongoing operations of the WOJRC.

The amended contract would be for an additional amount not-to-exceed \$27,846 for fiscal agency fees and indirect costs for the first six months of FY 2017-2018. The contract would also allow for up to \$1,146,061 in pass-through costs. These are the costs for program staff, supplies and training/worker assistance for clients. Funding will be from the billboard revenue on the OAB, which has been designated for the WOJRC in the FY 2015-2017 City Policy budget.

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The funding block for the WOJRC is as follows:

Fund Source	Organization	Project	Program	Amount
Fund 5671 Oakland Base Reuse Authority Leasing and Utility Fund	Org 85311 Workforce Development	Project 1000036 West Oakland Job Resource Center	Program SC03 Workforce Development	\$27,846

The total proposed City FY 2017-2018 allocation for the WOJRC is \$355,237; of this amount, a total of \$76,779 will stay within the City to cover Security and Information Technology/Telecommunications costs. Taken as proposed on a six month basis, the allocation to the WOJRC is \$177,619, of which up to \$139,229 will pass through the USC.

The fiscal agency fee for FY 2016-2017 was \$57,936; pro-rated for the first half of FY 2017-2018, this will cost \$27,846. Payment of this fee will end when the WOJRC becomes a 501(c)(3) non-profit and all remaining funds will go to the Center by way of a direct Grant Agreement between the WOJRC and the City Of Oakland.

**PUBLIC OUTREACH / INTEREST**

The development and evolution of the WOJRC has involved numerous stakeholders including representatives from community coalitions such as Oakland WORKS and Revive Oakland!, the West Oakland Community Advisory Group, the Building and Construction Trades Council of Alameda County, contractors, the Alameda Labor Council, the Construction Employers Association, City and Port staff, the Oakland Workforce Development Board, and developers.

WOJRC staff is in regular communication with the OAB contractors, apprenticeship coordinators, training providers, community groups, and other service providers in implementing the program and provides monthly progress reports and accountability metrics to the Community Jobs Oversight Commission.

**COORDINATION**

Throughout this process, City staff and WOJRC staff has worked closely with Councilmember McElhaney's office and has been in contact with the signatories of the Cooperation Agreement.

City staff is also coordinating with the City Attorney's Office, the Budget Office, the City's Division of Contracts and Compliance, as well as with Oakland Public Library staff.

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**PAST PERFORMANCE, EVALUATION, AND FOLLOW-UP**

The WOJRC began operations in early 2014 and has placed more than 220 local residents into jobs with contractors performing site preparation and infrastructure construction on the OAB project. The WOJRC provides services to job-seekers such as individual assessment, career counseling, referrals to training, direct job placement, and retention services. The WOJRC also assists employers with pre-screening, recruitment and technical assistance with the Community Jobs Policies. More broadly, the WOJRC provides valuable resources as a workforce intermediary to promote job quality in the TDL sectors and create access to good, family-sustaining jobs for low-income and disadvantaged job seekers and workers from Oakland's marginalized neighborhoods.

WOJRC Impact & Results: To date, Oakland workers at the OAB have filled nearly half of the project's 350,000 work hours, bringing home more than \$10 million in wages. The WOJRC provides monthly reports to the Army Base Community Jobs Policy Oversight Commission, which oversees compliance on the overall goals of the 50 percent local hiring requirement. Over the next 3 years, the OAB project will expand from the construction phase into the operation of warehouses, catalyzing the opportunity to open more permanent good job opportunities to hundreds more local, low income residents and to establish a city-wide and port-wide good jobs pipeline in the TDL industry that could apply to approximately 3000 local jobs.

WOJRC Innovations & Successes: To date, WOJRC has expanded its partnership with local community based organizations in order to integrate a full menu of client services. These critical partners include; Operation HOPE, East Bay Asian Development Corp, UCSF Benioff Children's Hospital Oakland, United Way of the Bay Area, Alameda County Public Health Father Corps Initiative, Village Connect, Cypress Mandela Training Program, Rising Sun Energy, and others.

In 2015, the WOJRC's broadly held vision of a robust jobs pipeline connecting low income disadvantaged workers with training, services, employment, and empowerment received a major boost by being selected to participate in W.K. Kellogg Foundation's (WKKF) MOVE UP Pilot study. Through this pilot, the East Bay Alliance for a Sustainable Economy (EBASE) and the WOJRC designed Retaining and Advancing Parents (REAP), an experimental workforce development model that engages a cross-sector of labor, employer, and social services partners to provide wrap-around services to retain and advance low-income parents of color into mid-wage construction careers. Retention and case management is a long-held community vision for the WOJRC that REAP helped to make a reality: through the pilot phase, WOJRC developed a network of community-based partnerships and addressed gaps in workers' skills ranging from budgeting to family life to personal empowerment. WOJRC has embedded these partnerships and retention services throughout its model.

Significantly, REAP also resulted in a deepening of employer engagement through the creation of an Employer Advisory Group, a collaborative of job training, labor union and employer representatives that participates in problem-solving on barriers and opportunities facing REAP job seekers. This partnership is a necessary outgrowth of Revive Oakland's cross-sector work to develop and implement the Jobs Policy. The WKKF pilot study and national learning community model excited employers and public agency partners, and has provided a platform through which to motivate partner willingness to tackle tough issues like structural barriers to hiring and retention of low income workers.

The WOJRC has become a potent workforce development intermediary working on the ground to convene unions, training organizations, public agencies, service providers and employers to support community-based goals and address racial equity in job training and employment in the skilled trades. The WOJRC's Program Director Julina Bonilla brings a wealth of experience in workforce development and with building strategic partnerships, including recruiting service providers, employers, community colleges, and training programs to join the REAP program and Employer Advisory Group. Joyce Guy, Senior Program Specialist, a retired Iron-Worker and seasoned job developer with an intimate knowledge of the industry, works closely with clients and employers, including visiting jobs sites to support employers with problem-solving to ensure successful hiring and advancement of local and disadvantaged residents. The WOJRC staff and partnerships create a talent pool of local workers who are ready to meet employer demands. The hub of cooperative, cross-sector relationships in a workforce development landscape helps to offset the perspective that these efforts are fragmented and siloed.

WOJRC and their partners are pushing forward systemic changes in the way that city and Port officials, labor unions, and employers work with residents and workforce development providers to deliver programs that target not only employment goals but also raise the floor on job quality and improve the economic and health outcomes of Oakland's low-income and disadvantaged communities.

### **SUSTAINABLE OPPORTUNITIES**

**Economic:** By assisting contractors and employers to meet the 50 percent local hiring goal and by facilitating the training and placement of Oakland residents in the Construction sector, the West Oakland Job Resource Center has a significant impact on the economic well-being of hundreds of Oakland residents. Moreover, as part of the long-term sustainability strategy, the WOJRC has secured resources to help conduct a market analysis and to develop a business plan. The analysis is to determine whether it would be feasible to develop a socially responsible staffing agency committed to high road employment standards and serve as a revenue stream to support our core mission. Historically, temporary staffing agencies offer low-wages, no benefits and are viewed a low-road employment targeting low-income communities. Our socially responsible staffing agency will serve as a regional high-road model as a system change for TDL industry. Temporary staffing is one of the fastest growing segments of the workforce, and provides a key pathway for those who are long-term unemployed and with multiple barriers to gain experience and develop a work history. The industry is expected to grow faster and add more jobs over the next decade than just about any other industry with approximately three million temporary and contract employees working each day and revenue predictions hitting \$139.4 billion in 2014.

**Environmental:** This report does not directly address environmental sustainability.

**Social Equity:** The WOJRC provides access to counseling, training, and employment for residents who have historically faced barriers to employment, particularly in the construction trades. The organization continues to focus its work to try and maximize benefit for disadvantaged job seekers and workers in Oakland's East and West Oakland communities where unemployment among African Americans is much higher than the citywide average, and

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where in some neighborhoods as many as one in three residents have experienced incarceration. Additionally, these communities experience health inequities, which data has increasingly shown to be the result of lack of health care access, but also wealth inequality and numerous social factors related to where people live, work, and play. As the Oakland Army Base Redevelopment Project (OAB) continues to progress, we are at a critical junction as we prepare training pathways to TDL jobs that will provide family-supporting wages that can be invested locally, moving families out of poverty, improving health outcomes and increasing access to better opportunities for their communities and neighborhoods.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff recommends that the City Council adopt a resolution authorizing the City Administrator to: 1) waive the advertising, competitive bid, and Request for Proposals/Qualifications process; and 2) amend the contract with the Urban Strategies Council to act as the fiscal agent for the West Oakland Job Resource Center to increase the contract amount from \$212,936 to \$240,782, and extend the termination date to December 31, 2017.

For questions regarding this report, please contact Stephen Baiter, Project Manager III/OWDB Executive Director at 510-238-6440.

Respectfully submitted,



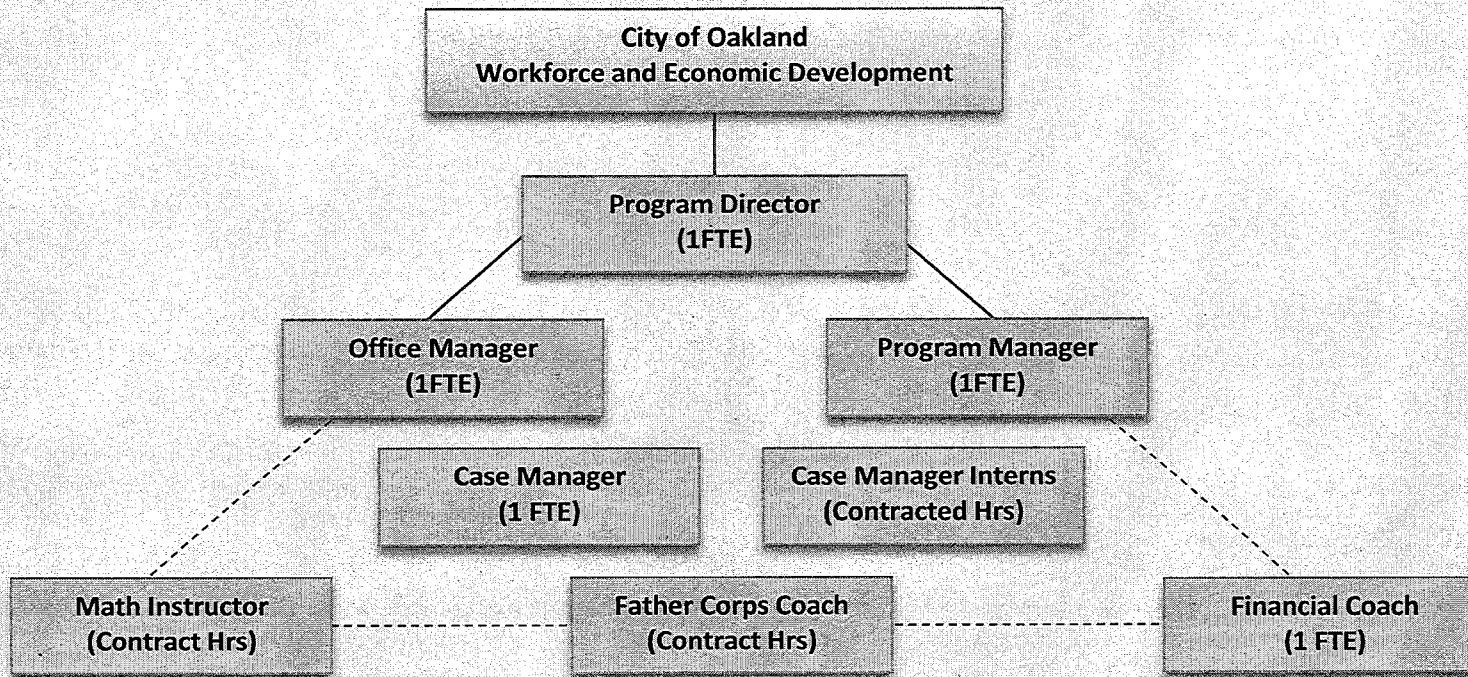
MARK SAWICKI  
Director, Department of Economic  
and Workforce Development

Prepared by:  
Stephen Baiter, Project Manager III  
OWDB Executive Director  
Oakland Workforce Development Board

*Attachments (1):*

A: *WOJRC Program Information & Performance Report and Nonprofit Transition Timeline*

**West Oakland Job Resource Center Organizational Chart**



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**Urban Strategies Council (Fiscal Agent)**

- Employer of Record
- Manage fiscal administration, payroll, benefits, contracts.
- IT support

<b>WOJRC Staff 2017</b>	
Program Director	1 FTE
Office Manager	1 FTE
Program Specialist	1 FTE
Case Manager	1 FTE
Financial Coach	1 FTE
<b>Total</b>	<b>5.0 FTE</b>





To: Community Jobs Oversight Commission  
 Subject: **March, 2017 Monthly Narrative Report**

From: Julina Bonilla  
 Date: April 20, 2017

The West Oakland Job Resource Center staff facilitated a number of activities to promote Careers in Construction to Oakland residents for job opportunities at the Oakland Army Base project and other construction projects.

This month's activities include:

**Oakland Army Base Project:** Staff attends weekly meetings and or provides assistance to contractors to meet local hire requirements by conducting verification of disadvantage worker for apprentices; processing Job Request & Referrals; and attending the weekly OAB-JV subcontractor meetings. WOJRC continues to support clients with transitional job placements while clients prepare for apprenticeship entrance exams. Apprenticeship Test Prep math classes with Mr. Wiley Pierce offered in 10 week sessions. Special Note: Math (On Break Until Summer - Building Sustainable Fathers begins April 18 – June 20, 2017).

**Outreach Highlights:** Supported by the monthly newsletter/calendar which is distributed to over 250 local agencies and partners and this month WOJRC staff attended the following events/meetings:

- United Way of the Bay Area SparkPoint Monthly Staff & Leadership Meetings
- Rising Sun Energy – Women Building the Bay Assessments
- Kellogg MoveUp Pilot Study Convening – Hosted by EBASE/WOJRC
- Laney SF PUC Career Fair
- RSE Prop 39 Staff meetings
- Treasure Island Homeless event recruitment
- JASTC (MAPLA Trustees) meeting
- Teamsters & WOJRC H RTP Proposal Ca State Workforce Development
- BRT Disadvantaged Worker Negotiations
- WOJRC 501c3 Update

**Alameda County PLA and other construction projects:** PLA administrator for County projects is actively supporting WOJRC as the preferred hiring source. The WOJRC attends East County Hall of Justice and County Wide quarterly compliance meetings, includes AC Transit BRT MOU & MAPLA meetings.

**Alternative Funding Campaign:** The WOJRC is directly funded by the City of Oakland and continues to seek alternative funding sources to increase our capacity to provide additional services to Oakland residents. We are currently working to establish funding partnerships with the Kellogg Foundation; San Francisco Foundation; Y&H Soda Foundation, United Way of the Bay Area and the Social Justice Trust Fund (MAPLA Port of Oakland)



To: Community Jobs Oversight Commission  
**Subject: February, 2017 Monthly Narrative Report**

From: Julina Bonilla  
 Date: March 16, 2017

The West Oakland Job Resource Center staff facilitated a number of activities to promote Careers in Construction to Oakland residents for job opportunities at the Oakland Army Base project and other construction projects.

This month's activities include:

**Oakland Army Base Project:** Staff attends weekly meetings and or provides assistance to contractors to meet local hire requirements by conducting verification of disadvantage worker for apprentices; processing Job Request & Referrals; and attending the weekly OAB-JV subcontractor meetings. WOJRC continues to support clients with transitional job placements while clients prepare for apprenticeship entrance exams. Apprenticeship Test Prep math classes with Mr. Wiley Pierce offered in 10 week sessions. Special Note: Math, Financial Coaching, Pillars of Parenting Support, and Building Sustainable Fathers currently in session.

**Outreach Highlights:** Supported by the monthly newsletter/calendar which is distributed to over 250 local agencies and partners and this month WOJRC staff attended the following events/meetings:

- United Way of the Bay Area SparkPoint Sustainability Cohort Workshop
- Rising Sun Energy – Women Building the Bay Assessments
- Kellogg – REAP program evaluation and convening planning for March, 2017
- Northern Ca Allied Contractors Association: Affirmative Action Committee
- Kellogg Foundation MoveUp Pilot Study - Equal Measure Site Visit
- ASO Market Research Meetings
- Amazon & Patterson High Training Program Site Tour
- WOJRC 501c3 transition

**Brooklyn Basin Project:** The WOJRC continues to develop partnership with community stakeholders and will participate in the Brooklyn Basin Joint Monitoring Committee Attend quarterly joint meetings.

**Alameda County PLA and other construction projects:** PLA administrator for County projects is actively supporting WOJRC as the preferred hiring source. The WOJRC attends East County Hall of Justice and County Wide quarterly compliance meetings, includes AC Transit BRT MOU & MAPLA meetings.

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To: Community Jobs Oversight Commission  
 Subject: January, 2017 Monthly Narrative Report

From: Julina Bonilla  
 Date: February 16, 2017

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This month's activities include:

**Oakland Army Base Project:** Staff attends weekly meetings and or provides assistance to contractors to meet local hire requirements by conducting verification of disadvantage worker for apprentices; processing Job Request & Referrals; and attending the weekly OAB-JV subcontractor meetings. WOJRC continues to support clients with transitional job placements while clients prepare for apprenticeship entrance exams. Apprenticeship Test Prep math classes with Mr. Wiley Pierce offered in 10 week sessions. Special Note: Math, Financial Coaching, Pillars of Parenting Support, and Building Sustainable Fathers currently in session.

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- United Way of the Bay Area SparkPoint Sustainability Cohort Workshop
- Rising Sun Energy – Women Building the Bay recruitment, West Oakland
- Kellogg – REAP program evaluation and convening planning for March, 2017
- Alternative Staffing Organization co-partner meeting
- Port of Oakland – Planning meeting for upcoming REAP convening
- MAPLA – Joint Administrative & Social Justice Trustee Committee Meeting
- SparkPoint Oakland Staff & Managers Monthly Meetings
- City Administrator meeting to discuss WOJRC 501c3 transition

**Brooklyn Basin Project:** The WOJRC continues to develop partnership with community stakeholders and will participate in the Brooklyn Basin Joint Monitoring Committee Attend quarterly joint meetings.

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West Oakland Job Resource Center Cumulative Performance Report January - March 2017															
January 2017	Total	AA %	Hisp %	CAU%	API %	OTR %	DNS %	M%	F%	Re-Entry %	94607%	94607	94608	94609	94612
Attended orientation	67	64%	10%	6%	3%	12%	1%	82%	16%	46%	20%	5	1	1	9
Screened	52	60%	13%	8%	4%	15%	2%	63%	37%	50%	8%	4	1	0	6
Referred to services	52	60%	13%	8%	4%	15%	2%	63%	37%	48%	8%	4	1	0	6
Referred to pre-apprenticeship	2	50%	50%	100%	0%	0%	0%	100%	0%	6%	0%	0	0	0	0
Referred to apprenticeship	3	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0	0	0	0
Placed in employment	8	38%	50%	25%	0%	13%	13%	88%	0%	75%	0%	0	0	0	1
Walk-Ins	0	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0	0	0	0

## Performance Reports

West Oakland Job Resource Center Cumulative Performance Report Jan - March 2016

Jan - March 2016	Total	AA %	AA	Hisp %	HISP	CAU %	CAU	API %	API	OTR %	OTR	DNS %	DNS	M%	Male	F%	Female	Re-Entry %	Re-Ent	94607%	94607	94608	94609	94612
Attended orientation	44	68%	30	7%	3	2%	1	9%	4	16%	7	0%	0	89%	39	11%	5	23%	10	20%	5	4	0	3
Screened	42	74%	31	10%	4	5%	2	5%	2	7%	3	0%	0	83%	35	17%	7	19%	8	10%	4	5	0	2
Referred to services	39	72%	28	10%	4	5%	2	5%	2	0%	0	0%	0	85%	33	15%	6	21%	8	10%	4	3	0	2
Referred to pre-apprenticeship	3	100%	3	0%	0	0%	0	0%	0	0%	0	0%	0	33%	1	33%	1	6%	0	0%	0	0	0	0
Referred to apprenticeship	3	33%	1	67%	2	0%	0	0%	0	0%	0	0%	0	100%	3	0%	0	0%	0	33%	1	0	0	0
Placed in employment	4	100%	4	0%	0	0%	0	0%	0	0%	0	0%	0	50%	2	50%	2	0%	0	0%	0	0	0	0
Walk-Ins	11	64%	7	18%	2	9%	1	0%	0	45%	5	0%	0	73%	8	27%	3	36%	4	0%	0	0	0	0

West Oakland Job Resource Center Cumulative Performance Report 2015

Jan - May 2015	Total	AA %	AA	Hisp %	HISP	CAU %	CAU	API %	API	OTR %	OTR	DNS %	DNS	M%	Male	F%	Female	Re-Entry %	Re-Ent	94607%
Attended orientation	160	99%	159	17%	27	6%	9	4%	6	4%	6	0%	0	94%	151	16%	26	43%	69	20%
Screened	129	106%	137	21%	27	7%	9	4%	5	3%	4	0%	0	109%	140	16%	21	50%	64	17%
Referred to services	66	88%	58	11%	7	3%	2	2%	1	3%	2	0%	0	92%	61	17%	11	44%	29	9%
Referred to pre-apprenticeship	20	85%	17	20%	4	5%	1	0%	0	0%	0	0%	0	105%	21	10%	2	6%	9	10%
Referred to apprenticeship	80	85%	68	14%	11	1%	1	4%	3	0%	0	0%	0	96%	77	9%	7	43%	34	20%
Placed in employment	38	95%	36	11%	4	5%	2	3%	1	0%	0	0%	0	82%	31	16%	6	42%	16	3%
Walk-Ins	60	112%	67	15%	9	5%	3	7%	4	3%	2	0%	0	105%	63	35%	21	47%	28	13%
Workshops	57	84%	48	14%	8	0%	0	5%	3	2%	1	0%	0	81%	46	25%	14	37%	21	25%

West Oakland Job Resource Center Cumulative Performance Report 2013-2014

March 2013 - Dec. 2014	Total	AA %	AA	Hisp %	HISP	CAU %	CAU	API %	API	OTR %	OTR	DNS %	DNS	Male %	Male	Female %	Female	Re-Entry %	Re-Ent	94607%
Attended orientation	756	81%	614	6%	47	4%	30	2%	17	1%	8	9%	67	81%	613	22%	170	27%	204	20%
Screened	377	85%	319	7%	28	4%	14	1%	5	1%	2	1%	2	80%	300	19%	71	29%	109	0%
Referred to services	91	80%	73	3%	3	2%	2	1%	1	0%	0	1%	1	71%	65	16%	15	41%	37	0%
Referred to pre-apprenticeship	32	84%	27	9%	3	3%	1	0%	0	3%	1	0%	0	81%	26	19%	6	6%	7	0%
Referred to apprenticeship	134	69%	92	9%	12	1%	2	3%	4	1%	1	0%	0	69%	93	13%	18	31%	41	0%
Placed in employment	117	83%	97	6%	7	6%	7	2%	2	0%	0	0%	0	74%	87	22%	26	24%	28	0%
Walk-Ins	45	76%	34	2%	1	4%	2	2	2	0	0	2%	1	71%	32	13%	6	44%	20	0%

### WOJRC 501c3 Transition Timeline 2016 - 2017

Date	Task	Completion	Responsible Party
March 2017	Articles of Incorporation filed with State; By-laws; WOJRC Policy Handbook; Budget Development; Org Chart	April 13 – Received confirmation from State. All other docs prepared and completed for City Attorney	Julina Bonilla/City Attorney
April 2017	State of Information Filing; IRS Tax Exemption Filing	April 30, 2017	Julina Bonilla/City Attorney
April 2017	Amend USC contract for CED; Convene WOJRC Board Members	April 20, 2017	Stephen Baiter/Julina Bonilla
May – June 2017	Prep City Staff Reports	June 30, 2017	Stephen Baiter/City Attorney
July – December 2017	Pending final IRS 501c3 determination letter	TBD	Julina Bonilla

<b>Revenue</b>	<b>Program Year</b>	<b>Description</b>	<b>Amount</b>
<b>City of Oakland</b>	2016 - 2017	GPF and Bill Board Funds approved along with OAB LDDA (Resolution No. 84312 C.M.S) for operations of the Jobs Center to support contractors and employers meet the projects 50 percent local hire goals.	\$289,678
<b>Foundation, Grants, Donations, Contributions</b>	2015 - 2017	MoveUp Pilot Study; Other foundations.	\$358,000
<b>Total Revenue</b>	2016 - 2017	Operating Budget	\$647,678



2017 MAY 12 AM 9:12

Approved as to Form and Legality:  
**DRAFT**

Deputy City Attorney

## OAKLAND CITY COUNCIL

RESOLUTION No. \_\_\_\_\_ C.M.S.

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**A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO: 1) WAIVE THE ADVERTISING, COMPETITIVE BID, AND REQUEST FOR PROPOSALS/QUALIFICATIONS PROCESS; AND 2) AMEND THE CONTRACT WITH URBAN STRATEGIES COUNCIL TO ACT AS THE FISCAL AGENT FOR THE WEST OAKLAND JOB RESOURCE CENTER TO INCREASE THE CONTRACT AMOUNT FROM \$212,936 TO \$240,782 (PREVIOUSLY AMENDED BY RESOLUTIONS 85251 C.M.S., 85661 C.M.S., AND 86240 C.M.S.) AND TO EXTEND THE TERMINATION DATE TO DECEMBER 31, 2017.**

**WHEREAS**, in July 2012, the City Council approved Ordinance No.13131 C.M.S. which authorized a Lease Development and Disposition Agreement ("LDDA") for the Oakland Army Base Development Project which included a set of Community Jobs Policies, a Cooperation Agreement between the City and community groups, and a Billboard Franchise and Lease Agreement; and

**WHEREAS**, the Community Jobs Policies set targets for the employment of Oakland residents and disadvantaged workers on the both the construction and operations phases of the Oakland Army Base Development Project; and

**WHEREAS**, the Cooperation Agreement specified that the City will, with the assistance of community partners, take steps to establish a West Oakland Job Resource Center ("WOJRC") to assist job-seekers, employers and contractors in meeting the hiring targets of the Community Jobs Policies; and

**WHEREAS**, in December 2012, Council approved Resolution 84164 C.M.S. which approved in concept the use of billboard revenue to support the WOJRC and other community benefits-related uses, including staff; and

**WHEREAS**, billboards are currently permitted and revenue is being realized; and

**WHEREAS**, the City Proposed Policy Budget for FY 2017-19 includes an allocation of \$355,237 per fiscal year for the WOJRC; and

**WHEREAS**, Resolution No. 85251 C.M.S., adopted on November 5, 2014, authorized an amendment to an existing \$50,000 contract with Urban Strategies Council to act as fiscal agent and employer of record for the WOJRC through November 20, 2014, to increase the contract amount to \$105,000 and extend the contract date to June 30, 2015; and

**WHEREAS**, Resolution 85661 C.M.S., adopted on June 17, 2015, authorized an amendment to the contract with Urban Strategies Council to increase the contract amount to \$155,000 and to extend the contract date to June 30, 2016; and

**WHEREAS**, Resolution 86240 C.M.S., adopted on June 21, 2016, authorized an amendment to the contract with Urban Strategies Council to increase the contract amount to \$212,936 and to extend the contract date to June 30, 2017; and

**WHEREAS**, the Urban Strategies Council has performed well and assisted the WOJRC with administrative and IT support; and

**WHEREAS**, the City and the WOJRC are working towards transitioning the WOJRC into a 501(c)(3) non-profit organization; and

**WHEREAS**, Oakland Municipal Code Section 2.04.051.B authorizes the City Council to dispense with the City's standard request for proposals/qualifications process for award of professional services contracts upon a finding that it is in the City's best interest to do so; now therefore, be it

**RESOLVED**: That the City Council hereby authorizes the City Administrator to negotiate and enter into an amendment to the contract with the Urban Strategies Council to act as fiscal agent and employer of record for the WOJRC to increase the contract amount from \$212,936 to \$240,782, and to extend the contract termination date until December 31, 2017; and be it

**FURTHER RESOLVED**: That the City Council hereby finds that a waiver of the advertising, bidding and request for proposals/qualifications process is in the best interests of the City in order to prevent a break in service to the WOJRC while the City and the WOJRC complete the transitioning of the WOJRC into a 501(c)(3) nonprofit organization and for the reasons set forth herein and in the staff report accompanying this Resolution, and hereby waives this requirement; and be it

**FURTHER RESOLVED**: That funding for this contract has been appropriated in the City's FY 2017-2019 Proposed Policy Budget, with an allocation of \$355,237 per fiscal year in Oakland Reuse Authority Lease and Utility Program Fund (5671); and be it

**FURTHER RESOLVED:** That the City Administrator and his/her designees are hereby authorized to take whatever action is necessary with respect to said contract consistent with this Resolution and its basic purposes.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20\_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES – BROOKS, CAMPBELL-WASHINGTON, GALLO, GIBSON McELHANEY , GUILLEN, KALB, KAPLAN,  
and PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_

LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California