



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Marla Stuart, Employment and Human Services Director  
Date: June 21, 2022

Subject: Contract with Rubicon Programs Incorporated to Operate WIOA's America's Job Center of California & Adult/Dislocated Workers Career Services

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Rubicon Programs Incorporated, a non-profit corporation, in an amount not to exceed \$1,400,000, to operate and manage America's Job Center of California locations and provide Adult and Dislocated Worker Career Services under the Workforce Innovation and Opportunity Act (WIOA) to County residents, for the period July 1, 2022 through June 30, 2023.

**FISCAL IMPACT:**

\$1,400,000: Funded with 100% Federal Workforce Innovation and Opportunity Act (WIOA) revenues from Adult funding stream grant numbers 201/202 (CFDA 17.258) and Dislocated Worker funding stream grant numbers 501/502 (CFDA 17.278), all of which is already budgeted in FY 2022-23. Category source: WIOA Title 1 formula funds.

**BACKGROUND:**

Rubicon Programs Incorporated (Contractor) was selected via Request for Proposals (RFP) #1180 for the provision of Workforce Innovation and Opportunity Act (WIOA) America's Job Center of California (AJCC) and Adult and Dislocated Worker (A/DW) Career

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/21/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 21, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Antonia Welty, Deputy

Contact: V. Kaplan, (925)  
608-5052

cc:

Services. On

## BACKGROUND: (CONT'D)

September 15, 2021, the Workforce Development Board (WDB) Executive Committee approved the development and release of an RFP to procure AJCC operations and management and delivery of A/DW Career Services under WIOA. Since 2000, the WDB has provided these services under the administrative entity of Contra Costa County Employment and Human Services Department (EHSD).

This contract will meet the intent of WIOA legislation to equip workers with the skills necessary to meet business needs and provide businesses with access to the talent pool needed to compete in their local, regional, and global economies. Contractor will operate AJCC primary and access locations throughout the County, provide A/DW career services, and coordinate communications and services of ten (10) community-based organizations and education entities in the County.

Contractor will be providing job seekers with education, job-driven training, and support services, improving services to business, enhancing program coordination, streamlining service delivery, utilizing new technology (virtual engagement), and increasing the flexibility of governance, by aligning programs and services with common goals.

WIOA Title I formula funds will be allocated for FY/PY 22/23. The new RFP#1180 for FY/PY 22/23 was awarded to Rubicon Programs to operate and deliver WIOA AJCC career services in Contra Costa County.

## CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department will be unable to provide adequate career services to adult and dislocated workers.

## CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support three of the five of Contra Costa County's community outcomes: (3)"Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5)"Communities that are Safe and Provide a High Quality of Life for Children and Families" by providing career support services for families of adult and dislocated workers.