

JULY 19, 2001

02-005

AWARD NEW CONTRACT TO PROVIDE SPECIALIZED  
EMPLOYMENT SERVICES FOR NON-NATIVE CLIENTS

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FINANCIAL  
RESPONSIBILITY: Pamela Murray, Director of Workforce Development  
Program in Portland and Metro area

APPROVED BY: Randy McEwen, Vice-President, Administrative Services  
Dan Moriarty, President

REPORT: A new contract is needed by the College's Welfare to Work Program for a qualified firm to provide specialized employment services to Non-native Job Opportunities Basic Skills (JOBS) eligible participants in Multnomah County. The selected provider will develop job sites for non-native speaking population with private and public employers, participate in pre-employment activities, conduct work site visits to insure successful client placement and provide retention services to ensure client success and employer satisfaction.

A formal Request for Proposals (RFP) process was initiated and a Letter of Interest (LOI) was issued initially to determine if there was any interest among new providers to compete for this contract. The contract would be for a one (1) year with an option to renew annually for an additional five (5) years. The LOI was advertised in the Daily Journal of Commerce and State of Oregon VIP system on June 6, 2001. Only one (1) provider, IRCO (current provider), submitted an LOI by the due date of June 20, 2001. Since only one proposal was received, the balance of the formal RFP process was not completed.

Note: No M/W/ESB firms available for this type of service.

RECOMMENDATION:

That the Board of Directors award a new contract to IRCO to continue providing specialized employment services for non-native clients through July 1, 2002 with an option to renew annually for an additional five (5) years, for an estimated amount of \$203, 925. Funds for these services are from Steps-to-Success (North) program.

Director McKinney moved to approve Resolutions 02-005, 02-006, 02-008 through 02-010 by consent and it passed unanimously.