

FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE COUNTY OF HUMBOLDT AND
HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION

This First Amendment shall be effective on June 28, 2022, and shall modify the Professional Services Agreement entered into on October 26, 2021, between the County of Humboldt, a political subdivision of the State of California ("COUNTY"), and Humboldt State University Sponsored Programs Foundation ("CONTRACTOR") may be collectively referred to as the "Parties" herein.

RECITALS

WHEREAS, the Parties entered into the Agreement for Contractor to provide Workforce Innovation and Opportunity Act (WIOA) Title I Adult Services; and

WHEREAS, the Parties now wish to amend the WIOA Title I scope of services and WIOA Adult Services annual allocation.

NOW THEREFORE, pursuant to the recitals above which are incorporated as though set forth in full below, the Parties now agree as follow:

1. Description of Services. Exhibit A – Scope of Services, is revised to include Exhibit A1 – Scope of Services, attached hereto and incorporated herein by reference as if set forth in full.
2. CONTRACTOR agrees to perform all Adult Services activities required by this Agreement for an amount not to exceed Four Hundred Fifty-Two Thousand Thirty Dollars (\$452,030.00).
3. Term. The Agreement shall be effective until June 30, 2023.
4. All other provisions of the Agreement remain unchanged.

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IN WITNESS WHEREOF, County and Contractor have executed this First Amendment on the dates set forth below. By their signatures below each signatory represents that they have the authority to execute this amendment and to bind the Party on whose behalf their execution is made.

HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION:

By: DocuSigned by:
Kacie Flynn _____ Date: 07/14/2022
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Name: Kacie Flynn
Title: Executive Director, Sponsored Programs Foundation

COUNTY OF HUMBOLDT:

By: *Virginia Bass* _____ Date: 6/28/22
Virginia Bass
Chair, Humboldt County Board of Supervisors

Attachments:
Exhibit A1 – Scope of Services
Exhibit C1 – Certificate of Insurance

EXHIBIT A1
SCOPE OF SERVICES

Humboldt State University Sponsored Programs Foundation
07/01/2022 – 06/30/2023

Workforce Innovation and Opportunity Act (WIOA) Adult Services

1. SERVICES:

The CONTRACTOR shall carry out the activities for Adult Services in Humboldt County as follows:

- A. Provide basic career services, including but not limited to participant intake, initial assessments, orientations, employment services, and referrals to other partners and services.
- B. Determine eligibility of participants based on WIOA guidelines and enroll participants into CalJOBS.
- C. Provide individualized career services including, but not limited to comprehensive and specialized assessments, case management, individual employment plans, career planning, and vocational counseling.
- D. Provide training services, including but not limited to occupational skills, on-the-job, incumbent worker, entrepreneurial, and job readiness trainings.
- E. Work with employers to place individuals in work experience and on-the-job training activities.
- F. Participate on the Rapid Response team, attend layoff events and provide Adult Services information about training education and employment opportunities.
- G. Meet annual performance measurements and outcomes.
- H. Provide follow-up service for one year to all individuals who have exited the program.
- I. Manage the daily operations in coordination with local fiscal agents for the lease, utilities, and other property activities in support of the AJCC premises.
- J. Manage hours of operation for the AJCC.
- K. Report to COUNTY on operations, performance, and continued improvement recommendations.
- L. Participate in monthly and or annual monitoring and compliance reviews.
- M. Comply with all sections of the WIOA, directives released by EDD and the United States Department of Labor (DOL), as well as all policies, procedures, and communications from the COUNTY that guide the operation of local WIOA programs.
- N. Maintain necessary program and fiscal records. COUNTY staff will provide reporting templates or programs to report monthly and or quarterly reports.

2. REPORTING REQUIREMENTS:

The CONTRACTOR shall comply with all state, federal and local reporting requirement as required under WIOA.

4. PLACE OF PERFORMANCE:

The Job Market located at 409 K St Eureka, California and other locations as required.

5. COUNTY RESPONSIBILITIES:

The COUNTY shall carry out the following activities:

- A. Act as fiscal agent for all WIOA programs, funds, and grants.
- B. Provide CONTRACTOR updated Performance Goals from the State of California within fifteen (15) working days of the date they become available, and other technical assistance or information needed to implement the grant within program guidelines.
- C. Provide CONTRACTOR with technical assistance.
- D. Provide CONTRACTOR with the appropriate reporting forms, collect data, and file required reports with the State of California.
- E. Provide CONTRACTOR with annual allocations, budget forms, review and approve budgets, and determine number of participants to be served by CONTRACTOR.
- F. Monitor CONTRACTOR for compliance with this Agreement and with local, state, and federal requirements annually.

Exhibit B1

Workforce Innovation and Opportunity Act Adult Services Annual Allocation

Funding Start Date: July 1, 2022 Funding End Date: June 30, 2023

Adult funding is a two-year grant cycle, 20% is allowable to carry forward into the 2nd year.

Sub-Grant Agreement Number: TBD


Funding will be distributed in two allocations:

Funding Allocation #1: \$49,385

Funding Allocation #2: \$220,694

Total Amount of Funding: \$270,079

Agreed to by County Administrative Office, Economic Development Division



Economic Development Division Director

7/28/22

Date

Agreed to by Humboldt State University Sponsored Programs Foundation

DocuSigned by:
Kacie Flynn

778F1AA3FFB4405
Executive Director

07/14/2022

Date