

CITY OF LONG BEACH

DEPARTMENT OF COMMUNITY DEVELOPMENT

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802

December 21, 2004

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

SUBJECT: Fifth Amendment to Contract No. 27206 Between the City of Long Beach and Foster Assessment Center and Testing Service, Inc. (Citywide)

DISCUSSION

In January 2001, Foster Assessment Center and Testing Services, Inc. was hired by the Workforce Development Bureau (Bureau) to provide vocational assessment and counseling services related to residents receiving services through Workforce Investment Act and other job training programs. Vocational assessment and counseling are a necessary and integral element of the career development services offered through the Career Transition Center (CTC); specific assessment tools are used to determine residents' career awareness, vocational preferences, tentative employment goals, educational competencies, functional levels of work aptitudes, employment strengths, and barriers to employment.

The contract for these services was subsequently extended through December 31, 2004 after a second formal procurement was held in November 2003. Through this ongoing contract, a Certified Vocational Evaluation Specialist who is housed on-site at the CTC administers assessments at the request of the Bureau's Employment Specialists. The Bureau is billed on per-client referrals only. The current contract is due to expire on December 31, 2004. The Bureau is requesting a time-only extension for the continuation of services through December 31, 2005. No additional funds are requested through this contract amendment.

This letter was reviewed by Deputy City Attorney Everett L. Glenn on November 4, 2004, and Budget Management Officer David Wodynski on December 10, 2004.

TIMING CONSIDERATIONS

City Council action is requested on December 21, 2004, to facilitate processing of the required documents prior to contract expiration on December 31, 2004.

FISCAL IMPACT

Funding to support this activity is budgeted in the Community Development Grants Fund (SR 150) in the Department of Community Development (CD). This is a time-only extension; no additional funds are required.

HONORABLE MAYOR AND CITY COUNCIL
December 21, 2004
Page 2

IT IS RECOMMENDED THAT THE CITY COUNCIL:


Authorize the City Manager to execute a Fifth Amendment to Contract No. 27206 between the City of Long Beach and Foster Assessment Center and Testing Services, Inc., extending the term to December 31, 2005.

Respectfully submitted,



MELANIE S. FALLON
DIRECTOR COMMUNITY DEVELOPMENT

APPROVED:



GERALD R. MILLER
CITY MANAGER

MSR:ROW:BSR:sg
Foster.2004.05