

# CITY OF LOS ANGELES

CALIFORNIA

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LOS ANGELES, CA 90017

**DATE:** October 1, 2024

**TO:** Currently Contracted City of Los Angeles WorkSource Centers

**FROM:** Gerardo Ruvalcaba, Assistant General Manager  
Economic and Workforce Development Division 

**SUBJECT: WDS INFORMATION BULLETIN № 25-03  
REQUEST FOR INTEREST TO FUND TEMPORARY JOBS TO PROVIDE  
CLEAN-UP, REPAIR, AND HUMANITARIAN ASSISTANCE SERVICES  
FOR DAMAGE CAUSED BY THE 2024 EARLY FEBRUARY SEVERE  
WINTER STORMS**

## **EFFECTIVE DATE**

This bulletin is effective upon date of issuance.

## **PURPOSE**

The purpose of this bulletin is to solicit information from **currently contracted** City of Los Angeles (City) WorkSource Centers (WSC) on their interest in receiving Disaster Recovery (DR) National Dislocated Worker Grant (NDWG) funds to place dislocated workers into temporary jobs.

## **BACKGROUND**

The Los Angeles area and much of California experienced strong storms in early February from January 31, 2024, through February 9, 2024. As in the previous year, a sequence of multiple atmospheric rivers inundated many residents with heavy rain, snow, and flooding. National Weather Services recorded February 2024 as the fourth wettest February in Downtown Los Angeles since records began in 1877, with over 12.56 inches of rain<sup>1</sup>. The storms produced road erosion, collapsed hillsides, and debris flows damage to public spaces and essential transportation routes across the state.

On April 13, 2024, President Joseph Biden announced a Major Disaster Declaration (Declaration) in the State of California for areas affected by these severe winter storms, tornadoes, flooding, landslides, and mudslides. The Declaration provides a broad range of federal assistance for individuals and public infrastructure impacted by the storms. Los Angeles was one of the many counties included in the Declaration identified as needing clean-up and repair activities for damage caused by the aforementioned weather event.

The Department of Labor (DOL) announced an initial award of \$2.8 million in dislocated worker grant funding to support cleanup and recovery efforts for the storms. On August 23, 2024, the Economic and Workforce Development Department (EWDD) received a notice of award from the Economic and Workforce Development Department (EDD) for the first increment totaling \$625,000 in NDWG funds to provide temporary jobs supporting needed disaster recovery efforts.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.  
Auxiliary aids and services are available upon request to individuals with disabilities.

Under this grant, participants will be able to engage in newly created clean-up and recovery jobs in response to the storms. The temporary jobs will be focused on damaged public parks and recreation areas. It is also anticipated that there will be an opportunity to expand onto private lands that may have also been impacted. The jobs provided by the grant will benefit individuals who are unemployed and underemployed. Any workforce development career services (e.g. development of an Individual Employment Plan, career counseling, specialized assessment, etc.) will be provided through co-enrollment.

### **VULNERABLE POPULATIONS FOCUSED RECRUITMENT**

The City and EWDD are committed to providing fair and equitable services to assist high barrier populations in the workforce. The activities provided under this grant will help the most vulnerable populations gain greater access to higher paying jobs that lead to sustainable career employment. The selected WSCs will be instructed to prioritize recruitment of vulnerable population individuals including, but not limited to, those listed below:

- Individuals experiencing homelessness or Housing Insecure Angelenos
- Justice Involved/Re-entry
- English Language Learners
- People with Disabilities

### **AVAILABLE FUNDING**

The total proposed amount of funding for this project is up to \$625,000 in NDWG funds to provide temporary employment services to participants. The proposed funding will be divided among the selected WSCs. Funding for this project will be allocated as follows:

<b>NO.</b>	<b>WORKFORCE DEVELOPMENT SERVICES</b>	<b>FUNDING</b>
1.	Work Experience / Temporary Employment	\$625,000.00
<b>TOTAL</b>		<b>\$625,000.00</b>

This project will provide temporary employment to twenty-one (21) eligible workers.

### **ELIGIBLE PARTICIPANTS AND PRIORITY OF SERVICE**

Participant eligibility is defined in the Workforce Innovation and Opportunity Act (WIOA) Section 170. Eligible participants must meet one or more of the following criteria:

- Individuals laid off, permanently or temporarily, because of storms between January 31, 2024 and February 9, 2024;
- Individuals that qualify as Dislocated Workers;
- Long-term unemployed individuals (please see updated definition for DR NDWG participants); or
- Self-employed individuals who became unemployed, or significantly underemployed, because of the storms between January 31, 2024 and February 9, 2024.

**TERM OF CONTRACTS**

Contracts resulting from this Request for Interest (RFI) will be effective from November 1, 2024 through June 30, 2025.

**SERVICES TO BE PROVIDED**

Participants must be placed into **temporary** jobs for an average of 658 hours at a minimum rate of \$22.00 or \$27.00 per hour (depending on non-supervisor or supervisor position); not to exceed DOL-set maximum total hours/duration.

Selected WSCs will recruit and enroll participants and ensure that such participants receive safety and mitigation training before being sent out on jobs in disaster clean-up and mitigation.

Disaster NDWG projects providing Disaster Relief Employment, or temporary jobs, are restricted to the following activities:

- Clean-up and/or repair work on public lands and facilities.
- Humanitarian assistance.
- Clean-up and/or repair may be allowed on private property with prior approval from the State EDD.

Because this project is intended to provide only temporary jobs, participants may be provided with career, training, and follow-up services via co-enrollment.

**REQUIREMENTS – STATUTORY, OPERATING, AND REPORTING**

In providing services pursuant to this NDWG, the selected WSCs will be expected to comply with:

- WIOA rules, regulations and policies, as released from time to time;
- The rules and regulations of the NDWG, as released from time to time;
- Applicable federal and state statutes, rules, regulations and policies; and
- Local rules and policies.

In addition, the selected WSCs will be expected to comply with training and employment guidance letters (TEGLs), as issued from time to time by the EDD, and especially with TEGL 12-19 Change 1.

The selected WSCs will be expected to utilize CalJOBS<sup>SM</sup> to track all program related activities.

As with the majority of WIOA/NDWG programs, participating WSCs will be encouraged to work in concert with the City's Workforce Development System (WDS), other Workforce Development Boards (WDB), other service providers, non-governmental agencies, chambers of commerce, faith-based organizations, employer associations, employers, and training providers.

Participant Wages

Participants in a Disaster NDWG temporary jobs project must be paid for all work performed. Participant wages must be at a minimum rate of \$22.00 or \$27.00 per hour (depending on non-supervisor or supervisor position). Wages must be the higher of state/local minimum wage for large employer, or the comparable rates for workers doing similar work. Wages can be raised to facilitate recruitment, but not so high as to deter taking unsubsidized work.

Worksite Selection

The State EDD will determine approval of any, and all, worksites submitted by EWDD and the WSCs. Approved worksites will include duties related to clean-up/repair of public lands and facilities – and humanitarian assistance. Private property (includes non-profit, for-profit, and personal properties; where work is more restrictive than for public lands) may also be used as a worksite upon approval by the State EDD.

Performance and Reporting Requirements

Selected service providers will be required to submit monthly narrative reporting to capture program performance and expenditures for the duration of the contract.

**Performance Measures**

<b>PERFORMANCE MEASURES</b>	
<b>DOL Measure</b>	<b>Program Goals</b>
Employment Rate 2nd Quarter After Exit	71%
Employment Rate 4th Quarter After Exit	71%
Median Earnings 2nd Quarter After Exit	\$9,500
Credential Attainment Within 4 Quarters After Exit	71.5%
2024 Severe Winter Storms DR NDWG Participants to receive temporary job assignment	21
Total Enrolled 2024 Severe Winter Storms DR NDWG Participants	21

**SUBMISSION REQUIREMENTS**

Currently contracted WSCs interested in delivering the above-described services must complete and submit the following documents **no later than 5:00pm on Tuesday, October 15, 2024.**

1. EWDD Severe Storms RFI Application Form (attached hereto as Attachment 1).
2. Program Budget (budget documents are attached hereto as Attachment 2)  
Applicants are cautioned to fill out all pages of the budget.

**SUBMISSION REQUIREMENTS**

Timely submission of the completed RFI Application Form and Program Budget is the sole responsibility of each applicant. The City reserves the right to determine the timeliness of all submissions; and may reject any submissions delivered after the stated deadline. The submitted documents will be time-stamped upon submission to EWDD.

**Submission Deadline Date: Tuesday, October 15, 2024**

**Deadline Time: 5:00pm**

**Delivery Method:** E-mail to [EWDD.Planning@lacity.org](mailto:EWDD.Planning@lacity.org)  
with the subject line: **“2024 Severe Winter Storms  
NDWG RFI, [Applicant Name]”**

Documents submitted after the deadline **will not be accepted.**

### **EVALUATION OF SUBMITTED DOCUMENTS**

The submitted applications and the budgets will be evaluated based on the narratives submitted. Applicants will be evaluated on their previous experience and success with projects funded by NEG or NDWG grants, their understanding of the City’s project design, and their ability to plan, manage and implement the proposed project model.

### **FUNDING RECOMMENDATIONS**

Funding recommendations are subject to approval by the City’s WDB and/or the City’s Council. Funding amounts are set at the discretion of the City, each agency’s past performance will be considered in making funding recommendations. The City reserves the right to fund one or more WSCs or none.

### **EWDD CONTACT**

Questions regarding the transmission of this information bulletin must be e-mailed to [EWDD.Planning@lacity.org](mailto:EWDD.Planning@lacity.org) subject line: **“Severe Winter Storms NDWG RFI Question”** by **5:00pm on Monday, October 7, 2024.**

GR:DB:EM:TE-L:cg

Attachments: 1. EWDD 2024 Severe Winter Storms RFI Application Form  
2. Budget Forms  
a. Budget Summary  
b. Budget Detail  
c. Schedule of Personnel Costs  
d. Spending Plan Worksheet  
e. Narrative