



CITY OF DURHAM | NORTH CAROLINA

**Date:** August 16, 2013

**To:** Thomas J. Bonfield, City Manager

**Through:** Keith Chadwell, Deputy City Manager

**From:** Kevin Dick, Director, Office of Economic and Workforce Development

**Subject:** Contract with the North Carolina Institute for Minority Economic Development (NCIMED) to provide services for the Telecommunications and Energy Pilot Demonstration Grant from the NC Department of Commerce's Division of Workforce Solutions for the period September 1, 2013 – August 31, 2014.

### **Executive Summary**

This memorandum outlines a recommendation to enter a contract with the North Carolina Institute for Minority Economic Development (NCIMED) from September 1, 2013 to August 31, 2014 to provide project management services for the Telecommunications and Energy Jobs Training Pilot Demonstration Grant for up to 50 participants. The total contract amount will not exceed \$147,596.42.

### **Recommendation**

The Office of Economic and Workforce Development (OEWD) recommends that City Council authorize the City Manager to execute a contract with NCIMED for \$147,596.42 to provide program management services for the Telecommunications and Energy Jobs Training Pilot Demonstration Grant from September 1, 2013 through August 31, 2014.

### **Background**

On June 14, 2013, OEWD received a Notice of Fund Availability (NFA) from the NC Department of Commerce Division of Workforce Solutions in the amount of \$162,356.00. This grant is provided in Workforce Investment Act (WIA) funds to support the Telecommunications and Energy Jobs Training Pilot Demonstration Grant that was submitted by OEWD. Specifically, these funds will be utilized to engage 50 Durham residents in a comprehensive jobs training program that will address specific training needs by addressing barriers to employment for under/unemployed individuals; recruiting, screening, and enrolling individuals into an occupational skills classroom training course; providing intermediary employment support through subsidized on-the-job training opportunities; and creating linkages with targeted industries to strongly consider hiring graduates of the program through the use of local networks.

The project will be done under the auspices of the Durham Workforce Development Board and in partnership with the North Carolina Institute for Minority Economic Development (NCIMED) and the Durham JobLink Career Center System. OEWD will

provide administrative support for this grant by serving as the fiscal agent, providing technical assistance to NCIMED and by collecting program information and submitting reports to the North Carolina Department of Commerce. NCIMED will work with the Durham JobLink Career Center System and the community at large in order to recruit for the program. The project objective is to prepare and place Durham residents in telecommunications and energy positions with companies such as Time Warner Cable and Duke Energy respectively. Duke Energy provided a letter of support for the project and both companies have been engaged in the development of the proposal through their relationships with NCIMED.

The Telecommunications and Energy Jobs Training Pilot Demonstration Grant will provide training opportunities for 50 Durham residents in jobs in broadband telecommunications and in energy-related jobs with a specific focus on the linesman positions.

### **Issues & Analysis**

The NC Department of Commerce Division of Workforce Solutions identified NCIMED as the grant's sub-recipient/project manager of the Telecommunications and Energy Jobs Training Pilot Demonstration grant. As a result, NCIMED will provide services to 50 adult and dislocated workers who reside in Durham. Of the 50 participants that will be served, 30 will receive training in the Broadband Telecommunications sector; 10 will receive training for the Commercial Driver's License Class A for Duke Energy linesman positions; and 10 will receive specialized training in various other positions at Duke Energy.

The North Carolina Institute for Minority Economic Development (NCIMED) will maintain systems in place to measure program performance and ensure continuous quality improvement. The Outcome Measures are as follows:

#### **Broadband Telecommunications Training Track (30 Participants)**

- By August 31, 2014, 30 individuals would have enrolled in the Telecommunications Broadband Training Track.
- By August 31, 2014, 100% of the participants enrolled in the Telecommunications Training Track completed the Human Resource Development (HRD) classes.
- By August 31, 2014, 60% of all participants would have received a Career Readiness Certificate (CRC) – Bronze Level.
- By August 31, 2014, 60% of all participants enrolled in the Telecommunications Broadband Class completed the class successfully by earning credit or certification.
- By August 31, 2014, 80% of all participants enrolled in the Telecommunications Training Track were assigned to internships.
- By August 31, 2014, 80% of all participants enrolled in the Telecommunications Training Track were assigned workplace mentors.
- By August 31, 2014, 60% of all participants enrolled in the Telecommunications Training Track were placed in employment.

#### **Duke Energy Training Track (20 Participants)**

- By August 31, 2014, 10 participants would have enrolled in the Energy Linesman Training cohort.

- By August 31, 2014, 10 participants would have enrolled in the Energy General Training cohort.
- By August 31, 2014, 100% of the participants enrolled in the Telecommunications Training Track completed the Human Resource Development (HRD) classes.
- By August 31, 2014, 60% of all participants would have received a Career Readiness Certificate (CRC) – Bronze Level.
- By August 31, 2014, 60% of all participants enrolled in the Energy Linesman training cohort would pass the Construction and Skills Trade (CAST) certification examination.
- By August 31, 2014, 60% of all participants enrolled in the Energy Linesman training cohort would have completed the Commercial Driver's License Class successfully by earning the credential/certification.
- By August 31, 2014, 80% of all participants enrolled in the Energy Training Track (Energy Linesman and General Training cohorts) were assigned to internships.
- By August 31, 2014, 80% of all participants enrolled in the Energy Training Track (Energy Linesman and General Training cohorts) were assigned workplace mentors.
- By August 31, 2014, 60% of all participants enrolled in the Energy Training Track (Energy Linesman and General Training cohorts) were placed in employment.

### **Alternatives**

The City Council could elect to not enter into a contract with NCIMED, leaving the City without the approved service provider that was identified in its grant proposal to the NC Department of Commerce Division of Workforce Solutions.

### **Financial Impact**

The NC Institute for Minority Economic Development (NCIMED) would be approved for payments of up to \$147,596.42. Funds for this contract will have no impact on the City of Durham General Fund. Funds for this contract are paid with WIA dollars that are received by OEWD from the United States Department of Labor through the North Carolina Department of Commerce Division on Workforce Solutions to the City and the Durham Workforce Development Board.

### **SDBE Summary**

This is a grant agreement and is not reviewed for compliance with the Ordinance to Promote Equal Opportunities in City Contracting. An SDBE summary is inapplicable because no project-specific goals have been set and no SDBE's are involved in this item.