

**PROSPER PORTLAND**

Portland, Oregon

**RESOLUTION NO. 7545**

**AUTHORIZING EXECUTION OF AMENDMENT TO AGREEMENT BETWEEN WORKSYSTEMS INC. AND PROSPER PORTLAND TO IMPLEMENT THE WORKFORCE DEVELOPMENT COMPONENT OF THE COMMUNITY OPPORTUNITIES AND ENHANCEMENT PROGRAM DURING FISCAL YEAR 2024-25**

**WHEREAS**, the City of Portland (“City”) and Prosper Portland are committed to increasing diversity and equity in contracting and have a variety of programs and strategies to provide opportunities for people of color and women in the workforce as well as for disadvantaged, minority-owned, women-owned, and emerging small businesses (“D/M/W/ESB”);

**WHEREAS**, on November 8, 2017, Portland City Council adopted Resolution No. 37331, which directed the Office of Management and Finance and the Office of Equity and Human Rights to establish the Community Opportunities and Enhancement Program (“COEP”);

**WHEREAS**, COEP is funded by contributions from City public improvement construction contracts;

**WHEREAS**, COEP is intended to provide a reliable source of funding to advance the City’s construction projects by supporting the development of workers in the construction trades (“Workforce Assistance”) and the development and growth of D/M/W/ESB firms;

**WHEREAS**, through an intergovernmental agreement (“IGA”) between the City and Prosper Portland, which IGA was initially executed on February 29, 2020, and has since been amended annually, Prosper Portland has managed a COEP grant program supporting business and workforce development;

**WHEREAS**, it is anticipated that the City Council will authorize additional funding for Prosper Portland to continue programming for Workforce Assistance throughout fiscal year 2024-2025 through grant and/or subrecipient contracts to community partners, which additional funding, if approved, will be provided to Prosper Portland through an amendment to the IGA (“COEP Amendment”);

**WHEREAS**, on April 27, 2020, Prosper Portland executed the original subrecipient contract with Worksystems Inc. (“Worksystems Contract”), for Worksystems Inc. to administer the Workforce Assistance component of the COEP program, and subsequent amendments have been made to the Worksystems Contract to maintain continuity of the program and service delivery; and

**WHEREAS**, Worksystems Inc. makes sub-awards of COEP funds to community-based service delivery partners selected through a Request For Proposal process in order to implement a Workforce Assistance program.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Prosper Portland Board of Commissioners (“Board”) hereby authorizes the Executive Director to execute an amendment to the Worksystems Contract once the COEP Amendment is effective, which amendment to the Worksystems Contract must be substantially consistent with the Term Sheet attached as Exhibit A to this Resolution, and provide for up to \$1,473,250 for the purpose of implementing the Workforce Assistance component of the COEP;

**BE IT FURTHER RESOLVED**, that the Prosper Portland Board hereby authorizes the Executive Director to execute additional amendments to the Worksystems Contract, in order to add funding up to an additional \$500,000, as needed, if such additional funding becomes available;

**BE IT FURTHER RESOLVED**, that the Executive Director may approve additional changes to the Worksystems Contract, so long as such changes do not materially increase Prosper Portland’s risks or obligations, as determined by the Executive Director in consultation with the General Counsel; and

**BE IT FURTHER RESOLVED**, that with the affirmative vote of no fewer than four commissioners for this resolution, this resolution will become effective immediately upon its adoption, and otherwise it will take effect thirty days after adoption.

Adopted by the Prosper Portland Commission on

July 10, 2024



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Pam Feigenbutz, Recording Secretary

## TERM SHEET

### **Resolution**

Authorizing execution of an amendment to the subrecipient agreement with Worksystems, Inc. (Worksystems), to implement the workforce component of the Community Opportunities and Enhancements Program during fiscal year 2024-25.

### **Prior subrecipient agreements between Prosper Portland and Worksystems**

The program is managed by Prosper Portland’s Entrepreneurship and Community Economic Development team in the Economic Development Department. Prosper Portland executed the original subrecipient contract with Worksystems Inc. in fiscal year 2019-20 to administer the workforce assistance component of the COEP program. Subsequent amendments have been made to the contract on an annual basis to maintain continuity of the program and service delivery.

### **Summary of Proposed FY 2024-25 Worksystems subrecipient contract**

The subrecipient amendment will extend the term of the contract thru June 30<sup>th</sup>, 2025, and increase the contract amount as outlined in the budget and financial Information section below. Construction workforce assistance programing includes the following activities:

1. **Outreach and Recruitment of Workers**  
Increase outreach to and recruitment of people of color and women into registered apprenticeship and pre-apprenticeship programs and comparable construction careers and provide supports to remove barriers to participation.
2. **Pre-Apprenticeship Training for Workers**  
Increase capacity of registered pre-apprenticeship programs to train and support pre-apprentices and early apprentices.
3. **Retention of Existing Workers**  
Support registered apprentices in their career progression through mentoring support services and efforts to improve jobsite culture.

### **Budget and Financial Information**

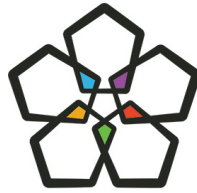
Prosper Portland anticipates receiving \$1,473,250 in COEP funds from the City of Portland in FY 2024-25 to deliver construction trades workforce assistance programing. The budget will be allocated as outlined in the table below. Budgets may be modified to ensure appropriate delivery of services and program goals.

	<b>Non-Ratepayer Funds</b>	<b>Water Bureau</b>	<b>Bureau of Environmental Services</b>	<b>Total</b>
<b>Worksystems Administration</b>	\$150,000			\$150,000

<b>Service Delivery</b>		\$661,625	\$661,625	\$1,323,250
<b>Total</b>	<b>\$150,000</b>	<b>\$661,625</b>	<b>\$661,625</b>	<b>\$1,473,250</b>

**List of anticipated FY 2024-25 workforce assistance COEP service providers**

<b>Provider</b>	<b>Outreach and Recruitment</b>	<b><u>Pre-Apprenticeship Training</u></b>	<b>Retention</b>
Central City Concern	X		
Constructing Hope		X	
Labor's Community Service Agency (LCSA)			X
Oregon Tradeswomen		X	
Portland Opportunities Industrialization Center		X	
Portland Youth Builders		X	
Urban League	X		
Worksystems	X	X	X



**PROSPER  
PORTLAND**  
Building an Equitable Economy

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**RESOLUTION TITLE:**

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Adopted by the Prosper Portland Commission on July 10, 2024

PRESENT FOR VOTE	COMMISSIONERS	VOTE		
		Yea	Nay	Abstain
<input checked="" type="checkbox"/>	Chair Gustavo J. Cruz, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Marcelino J. Alvarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Felisa Hagins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Michi Slick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Serena Stoudamire Wesley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> <b>Consent Agenda</b>		<input type="checkbox"/> <b>Regular Agenda</b>		

**CERTIFICATION**

**The undersigned hereby certifies that:**

*The attached resolution is a true and correct copy of the resolution as finally adopted at a Board Meeting of the Prosper Portland Commission and as duly recorded in the official minutes of the meeting.*

	<b>Date:</b>
	July 15, 2024
<b>Pam Feigenbutz, Recording Secretary</b>	