



## Legislation Text

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**File #:** 22-676, **Version:** 1

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Adopt a Resolution to Approve and Authorize the City Manager to Execute a Non-Professional Services Agreement with Year Up, Inc. in an Amount Not to Exceed \$600,000 for Workforce Development Interns to Various City of San Leandro Departments in Calendar Year 2023

### **COUNCIL PRIORITIES**

- Professional Growth and Development

### **SUMMARY & RECOMMENDATION**

Staff recommends that the City Council approve and accept the sole source non-professional services agreement with Year Up, Inc. in an amount not to exceed \$600,000 for 20 workforce development interns to various City of San Leandro departments in the calendar year 2023. Interns will be assigned to project-based and time-bound assignments. City departments have the exclusive right to screen the intern applicants by way of the City's standard background check and oral interview process. Interns will be placed in the following departments: City Manager's Office, Engineering and Transportation, Finance, Information Technology, Human Services, Library, Police, Public Works, and Recreation. Interns will be placed for a 6-month period. Under Municipal Code Section 1-6-315, Council may justify a sole source purchasing contract without a competitive bid, when in the best interests of the City. The full costs of the proposed action are captured within the General Fund.

### **BACKGROUND**

The City desires to partner with Year Up because they specialize in recruiting, training, and placing adults (18-29 years old) in project-based internship opportunities. The City is aware lucrative private-sector opportunities are courting eligible municipal workforce talent. Therefore, this sole source agreement with Year Up will develop a pipeline of young adults passionate about a rewarding career in public service and spark succession planning conversations within City departments.

Like many public agencies throughout the country, the City of San Leandro is experiencing staffing shortages and an insufficient pipeline of skilled workers that will be needed to fill anticipated vacancies due to seasoned employee retirements. To help address this shortfall, the City of San Leandro is always seeking new and innovative ways to identify, recruit, and train the next generation of municipal workers. Along these lines, the City identified a local Bay Area non-profit organization known as Year Up, Inc., specializing in youth workforce development.

Year Up provides its program participants with the opportunity to develop essential career readiness and business skills, build foundational technical capabilities, and complete an immersive, work-based experience with a leading employer partner. Throughout the entirety of their program, participants receive ongoing coaching and have access to a robust offering of services and supports to promote

their success. While enrolled, participants may also be eligible to earn college credits or prepared to sit for common industry-recognized credentials. Year Up is building on the original, proven model to develop innovative solutions that will better serve participant and employer needs more nimbly, efficiently, and with greater scale. Year Up has learned that there is no one-size-fits all approach to serving young people; every individual seeking economic opportunity may be at a different point in their journey. For example, some may already have technical training, while others may prefer more flexible, asynchronous learning. Similarly, Year Up knows employer needs also vary, with some seeking on-demand talent, while others may require specific job or industry training.

San Leandro Unified School District has a successful long-term partnership with Year Up to engage and recruit for post-graduation opportunities. Many Year Up graduate interns grew up in San Leandro, reside in San Leandro, and attended either San Lorenzo High School or San Leandro High School.

Since 2014 YU Has Served the following number of participants from San Leandro CA								
Starting Participants	Currently Enrolled	Currently enrolled in L&D	Currently on Internship	Alumni	Graduate Conversions	Graduate Conversion Rate	FT YU Related Jobs	FT YU Related Job Rate
67	10	8	2	50	17	34%	30	60%

### Analysis

Staff recommends Year Up, Inc. provide up to 20 workforce development interns to various City of San Leandro departments.

### Fiscal Impacts

The Year Up Internship program will cost \$600,000, which will come from the General Fund.

### Budget Authority

Sufficient funds are programmed in the adopted in the FY 2022-2023 budget to fully fund the \$600,000 cost of the proposed agreement (010-14-015-4102), resulting in no impact to the General Fund.

### ATTACHMENTS

**Attachment A** - Resolution for Year Up Interns

**Attachment B** - Year Up Non-Professional Services Agreement

**Attachment C** - Sole Source Justification

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