August 1, 1996

FJ:WKRCTR

Introduced By: _____ RON SIMS _____

Proposed No.: __ 96-664 __

1

ORDINANCE NO. 12431

2
3
4
5

AN ORDINANCE making a supplemental appropriation of
$51,000 to budget and strategic planning from a grant from the
State of Washington, Employment Security Department and
amending Ordinance 12029, Section 13, as amended.

6

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

7

SECTION 1. There is hereby approved and adopted a supplemental appropriation of

8

$51,000 to the budget and strategic planning from a grant from the State of Washington,

9

Employment Security Department, to develop a comprehensive electronic Employment and

10

Training Resource Directory for King and Snohomish counties.

11

SECTION 2. Ordinance 12029, Section 13, as amended, is hereby amended by adding

12

thereto and inserting therein the following:

13

BUDGET AND STRATEGIC PLANNING - From the Current Expense Fund there is

14

hereby appropriated to:

15

Budget and Strategic Planning $51,000

16

INTRODUCED AND READ for the first time this _19ᵗʰ_ day of

17

August, 19_96_

18

PASSED by a vote of _0_ to _0_ on this _26ᵗʰ_ day of _August_, 19_96_.

19
20

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

21
22

Jane Hague
Chair

23

ATTEST:

24
25

Gerald G. Peterson
Clerk of the Council

26

APPROVED this _5ᵗʰ_ day of _September_, 19_96_

27
28
29

Gary Locke
King County Executive

-1-

Contract Number _96-Z-520_
Contract Amount _$51,000_
Funding Source (s) _Wagner Peyser 10%_

INTERAGENCY AGREEMENT
BETWEEN
STATE OF WASHINGTON
EMPLOYMENT SECURITY DEPARTMENT
AND
METROPOLITAN KING COUNTY OFFICE OF BUDGET
AND STRATEGIC PLANNING - ECONOMIC DEVELOPMENT

This Agreement is made and entered into by and between the Washington State Employment Security Department (hereinafter called "ESD"), and the Metropolitan King County Office of Budget and Strategic Planning - Economic Development (hereinafter called "OBSP-ED").

PURPOSE
The purpose of this contract is to develop a comprehensive electronic Employment and Training Resource Directory for King and Snohomish Counties. The deliverables will be accomplished by collaborating with a variety of community telephone information phone-lines, public sector on-line computer systems, and community based on-line computer systems to make the Directory available to counselors, students, workers, and the unemployed via multiple electronic communication systems.

STATEMENT OF WORK
The OBSP-ED shall purchase the services required to perform the work set forth in Exhibit "A".

COMPENSATION
ESD shall pay an amount not to exceed $51,000 for the performance of all things necessary for or incidental to the performance of work as set forth in Exhibit "A" in accordance with the Budget, Exhibit "B", both of which are attached hereto and incorporated by reference.

BILLING PROCDURES
ESD will pay the OBSP-ED for deliverables accepted by the ESD within 30 calendar days of receipt of properly executed invoice vouchers. Vouchers shall include such information as is necessary for ESD to determine the exact nature of all expenditures. Invoices must be received by ESD within 90 calendar days after the contract expiration date.

Each voucher will clearly reference "INTERAGENCY AGREEMENT NUMBER 96-Z-520 . Vouchers shall be submitted to:

     Employment Security Department
     Attention: Sharnelle Moore
     2531 Rainier Avenue South
     Seattle, Washington 98144

SUBCTONRACTING

OBSP-ED may subcontract the work of service contemplated under this agreement. ESD will review and determine acceptability of all deliverables performed under this agreement.

PERIOD OF PERFORMANCE

This Agreement shall commence on March 15, 1996 and shall terminate on June 30, 1996, unless terminated sooner or extended as provided herein.

RECORDS MAINTENANCE

ESD shall maintain books, records, documents, and other evidence, which reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject at all reasonable times for inspection, review, or audit by agency personnel and other personnel duly authorized by each agency, the Office of the State Auditor, and federal officials so authorized by law. Each agency will retain all books, records, documents, and other material relevant to this Agreement for three years after settlement if JTPA funded and six years after settlement if non-JTPA funded. The Office of the State Auditor, federal auditors, and any persons duly authorized by the agencies shall have full access to and the right to examine any of these materials during this period.

RESPONSIBILITIES

Each party shall be responsible for the acts of its employees, agents in the performance of this agreement.

INDEMNIFICATION

Any indemnification which the County utilizes with its contractors for preparation of the deliverables as described in Exhibit "A" shall include indemnification for ESD.

CONTRACT MANAGEMENT

The work described herein shall be performed under the coordination of the ESD Program Manager, Sharnelle Moore or her successor, the OBSP-ED Program Manager, Ray Moser, or his successor, will provide the assistance and guidance necessary for the performance of this interagency Agreement.

ASSURANCES

ESD and OBSP-ED agree that all activity pursuant to this Agreement will be in accordance with all applicable current or future federal, state and local laws, rules, and regulations.
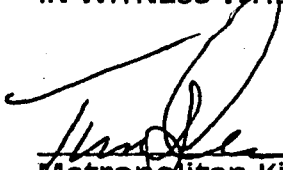
WAIVER

Any waiver by any party hereto with regard to any of its rights hereunder shall be in writing and shall not constitute a waiver to any future rights which such party might have hereunder.
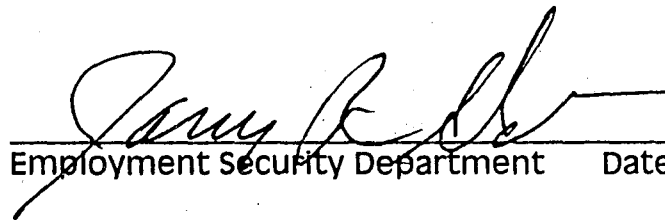
ALL WRITINGS CONTAINED HEREIN

This Agreement sets forth in full the entire agreement of the parties, and any other agreement, representation, or understanding, verbal or otherwise, is hereby deemed to be null and void and of no force and effect whatsoever.

IN WITNESS WHEREOF, the parties have executed this Agreement.

_____ 4/25/96 _____
Metropolitan King County   /   Date

_____
Employment Security Department   Date

_____   _____
Assistant Attorney General   Date
Approved as to Form Only

AAG APPROVAL ON FILE
_____
Assistant Attorney General   Date
Approved as to Form Only

12431

1. OBSP-ED'S Subcontractor shall update the 1995 King County Employment and Training Resource Directory (a detailed comprehensive listing of 175 services and providers) and expand the Resource Directory to include employment and training resources in Snohomish County. The **OBSP-ED'S Subcontractor** will utilize the "mapping tool" developed for the Employment and Training Resource Directory to survey and develop listings for 30-60 Snohomish County service providers.

   DELIVERABLE #1:
   Provide the **DEPARTMENT** with a preliminary hard copy drafting with the updated King County Listings and the additionally Snohomish County service provider listings.

2. The **OBSP-ED'S Subcontractor** shall establish agreements and subcontracts with at least one King County and one Snohomish County Community Information Network and their technical partners to enhance their existing systems by:

   a) Providing an electronic searchable version of the Employment and Training Resource Directory for the Community Information Networks' ninety plus existing private, public and community-based on-line subscribers;

   b) Integrate Electronic Resource Directory listings with in-house databases used by Community Information Network phone operators to respond to requests for information from the general public and agencies without on-line computer access;

   c) Participating in marketing efforts to the general community on the availability of the Electronic Resource Directory; and

   d) Provide for no-cost storage and updating of the electronic Resource Directory and making the electronic Resource Directory available to on-line subscribers as a no-cost enhancement.

   The **OBSP-ED'S Subcontractor** shall establish an agreement with one Community Network provider in King County with Internet and Direct Dial access to provide an electronic on-line version of the Employment and Training Resource Directory available to the general public, public libraries and others with Internet World Wide Web (HTML-based) and Internet Telenet (text-based only) connections.

   DELIVERABLE #2:
   Agreements with two Community Information Networks and one Community Network.

3. The **OBSP-ED'S Subcontractor** shall convert the Resource Directory to an electronic format usable by Community Information Networks and by Community Network Internet World Wide Web (HTML) and Internet Telenet systems.

The **OBSP-ED'S Subcontractor** with Community Information Network Subcontracts and their technical partners shall develop key work search schemes and user interfaces and install the electronic Resource Directory into the Community Information Network's on-line subscriber systems.

The **OBSP-ED'S Subcontractor** with Community Information Network Subcontractors and their technical partners shall utilize existing key word search schemes and user interfaces and install the electronic Resource Directory into the Community Information Network's in-house phone operator databases.

The **OBSP-ED'S Subcontractor** with the Community Network Subcontractor shall design graphical user interfaces and text-based interfaces and install the electronic Resource Directory into the Community Network on-line system with Internet World Wide Web and Internet Telenet access.

DELIVERABLE #3:

The **OBSP-ED'S Subcontractor** provide the **DEPARTMENT** with a demonstration of the following completed items:

a. An electronic version of the Resource Directory in a file format that is exportable to on-line and in-house databases.

b. A list of the Community Information Networks on-line subscribers with access to the on-line version of the electronic Resource Directory.

c. An operational key word searchable on-line version of the electronic Resource Directory available to public, private and community on-line subscribers of two Community Information Networks.

d. A searchable in-house version of the electronic Resource Directory available to the public and agency staff via calls to phone operators of two Community Information Networks.

e. An Internet World Wide Web automated on-line version of the electronic Resource Directory programmed in HTML with a graphical user interface and mouse driven hierarchical menu structure.

f. An Internet Telnet automated on-line version of the Electronic Resource Directory with a text-based user interface with a menu driven hierarchical menu structure.

4. **OBSP-ED'S Subcontractor** shall market the availability and methods to access the electronic Resource Directory by publishing a poster and planning three to four community forums in Snohomish, North King County, East King County, South King County and Seattle.

DELIVERABLE #4:
Draft poster. Final copy of poster. Distribution list for poster. Draft agenda for community forums. Outreach list for community forums. Plan three to four community forums.

EXHIBIT "B"

The OBSP-ED'S Subcontractor shall submit properly executed invoice vouchers to ESD and OBSP-ED upon completion of each deliverable.

DELIVERABLE #1:
Provide the DEPARTMENT with a preliminary hard copy with updated 1996 King County Listings and will include the addition of Snohomish County service provider listings. Including all sub-products listed in Exhibit "A" - #1a through 1d.

FIXED PRICE COST TO THE DEPARTMENT: **$7000.00**

DELIVERABLE #2:
Agreements with two Community Information Networks and one Community Network.

FIXED PRICE COST TO THE DEPARTMENT: **$11,900.00**

DELIVERABLE #3:
An electronic version of the Resource Directory in a file format that is exportable to on-line and in-house databases. Including all sub-products listed in Exhibit "A", # 3 a through 3 f.

FIXED PRICE COST TO THE DEPARTMENT: **$27,000.00**

DELIVERABLE #4:
Draft poster. Final copy of poster. Distribution list for poster. Draft agenda for community forums. Outreach list for community forums. Plan three to four community forums.

FIXED PRICE COST TO THE DEPARTMENT: **$5,000.00**

12431

ELECTRONIC EMPLOYMENT AND TRAINING RESOURCE DIRECTORY
INVOICE REPORTING FORMS

- **Contract Deliverable(s)/Task(s):** _____ Date: _____

- **Deliverable(s) Accomplished (Describe in Detail and/or Attach Supporting Documents)**

  _____

  _____

  _____

  _____

  _____

- **Narrative**

  - **Positive or Negative Impacts (Lessons Learned)**

    _____

    _____

    _____

    _____

- **Additional Comments (Needs/Problems Identified)**

  _____

  _____

  _____

  _____

- **Expected Payment/Deliverable** _____

- **Deliverables Reviewed By** _____ DATE _____

  _____ Approved: _____ Not Approved for payment