

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER	PURCHASING AUTHORITY NUMBER (If Applicable)
[REDACTED]	[REDACTED]

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

California Workforce Development (CWDB)

CONTRACTOR NAME

Building Skills Partnership (BSP)

2. The term of this Agreement is:

START DATE

April 1, 2021, or upon final approval

THROUGH END DATE

March 31, 2023

3. The maximum amount of this Agreement is:

\$939,134.00 (Nine Hundred Thirty-Nine Thousand One Hundred Thirty Four Dollars and No Cents)

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	1
Attachment A-1	Project Narrative	25
Attachment A-2	Project Matrix	3
+ - Attachment A-3	Participant Plan	1
+ - Attachment A-4	GHG Deliverables	2
+ - Attachment A-5	Benefiting Priority Populations	3
+ - Attachment A-6	Workplan	2
+ - Attachment A-7	Partner Roles & Responsibilities	3
+ - Exhibit B	Budget Detail and Payment Provisions	2
+ - Attachment B-1	Budget Summary	1
+ - Attachment B-2	Budget Narrative	1
+ - Attachment B-3	Contracts	1
+ - Exhibit C*	General Terms and Conditions	GTC 04/2017
+ - Exhibit D	Special Terms and Conditions	3
+ - Exhibit E	Contractor's Response- CWDB Request for Application (RFA) No. [REDACTED]	56
+ - Exhibit F**	CWDB RFA No. [REDACTED]	

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Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

AGREEMENT NUMBER

PURCHASING AUTHORITY NUMBER (If Applicable)

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

Building Skills Partnership

CONTRACTOR BUSINESS ADDRESS

828 W. Washington Blvd.

CITY

Los Angeles

STATE

CA

ZIP

90015

PRINTED NAME OF PERSON SIGNING

Luis Sandoval

TITLE

Interim Executive Director

CONTRACTOR AUTHORIZED SIGNATURE

*Luis E. Sandoval*

DATE SIGNED

2/22/21

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

California Workforce Development Board

CONTRACTING AGENCY ADDRESS

800 Capitol Mall, Suite 1022, MIC 45

CITY

Sacramento

STATE

CA

ZIP

95814

PRINTED NAME OF PERSON SIGNING

Emily Sunahara

TITLE

Fiscal and Business Services Manager

CONTRACTING AGENCY AUTHORIZED SIGNATURE

*Emily Sunahara*

DATE SIGNED

3/10/21

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

SCM Vol. 1 (4.06)

**EXHIBIT A**  
**(Standard Agreement)**

**SCOPE OF WORK**

1. This Agreement is entered into by and between the California Workforce Development Board, hereinafter referred to as CWDB, and the Building Skills Partnership (BSP), hereinafter referred to as the Contractor, for the purposes of advancing the CWDB's Strategic Plan goals, specifically the High Road Construction Careers Initiative. The goals and tasks are identified in Attachment A-6, Work Plan, and further defined in Exhibit E, Contractor's Response to the CWDB Request for Application (RFA) No. [REDACTED]

The Contractor will comply with the terms and conditions set forward in Exhibit A, Scope of Work, Attachment A-1, Program Narrative, Attachment A-2, Project Matrix, Attachment A-3, Participation Plan, Attachment A-4, GHG Deliverables, Attachment A-5, Benefitting Priority Populations, Attachment A-6, Workplan, Attachment A-7, Partner Roles & Responsibilities, Exhibit B, Budget Detail and Payment Provisions, Attachment B-1, Budget Summary, Attachment B-2, Budget Narrative, Attachment B-3, Contracts, Exhibit C, General Terms and Conditions, Exhibit D, Special Terms and Conditions, Exhibit E, Contractor's Response to CWDB RFA No. [REDACTED], and Exhibit F, CWDB RFA No. [REDACTED], which, by this reference, are made part of the Agreement.

2. The project representatives during the term of this Agreement will be:

**State Agency**

California Workforce Development Board  
Attn: Mayra Fernandez  
800 Capitol Mall, Suite 1022, MIC 45  
Sacramento, CA 95814  
Phone: (916) 657-1449  
E-Mail: [Mayra.fernandez@cwdb.ca.gov](mailto:Mayra.fernandez@cwdb.ca.gov)

**Contractor**

Building Skills Partnership  
Attn: Christian Valdez  
828 W. Washington Blvd.  
Los Angeles, CA 90015  
Phone: (650) 520-4785  
E-Mail: [cvaldez@buildingskills.org](mailto:cvaldez@buildingskills.org)

3. Changes to the contract representatives will not require an amendment to the contract.

**ATTACHMENT A-1  
(Standard Agreement)  
Project Narrative**



## H RTP CCI: Low Carbon Economy Workforce

### Form 1: Narrative

Fiscal Agent: Building Skills Partnership (BSP)

Project Name: Green, Safe, & Healthy Jobs

#### High Road & Project Framework

*Please read all questions and thoroughly review all corresponding exhibits before providing an answer. Doing so will allow you to provide strategic responses that are not duplicative and provide enough information to thoroughly and concisely address each prompt at hand.*

- 1. Provide a comprehensive introduction of your high road vision and sector-based strategy that prioritizes job quality, equity, career pathways and advancement, and economic and climate resilience.**

The Building Skills Partnership (BSP) employs a sector-based workforce development strategy that (1) targets low-income and low-skilled workers in the commercial janitorial service industry, (2) improves workers' employment-related skills, and (3) meets the skills needs of the janitorial industry while creating lasting change in the labor market. Sectoral strategies have traditionally focused only on creating pathways (employment ladder building) to "high quality" jobs, rather than on improving "low-wage" jobs. BSP is ready to capitalize on its proven ability to advance job quality and equity by linking sector-based workforce training with economic mobility and climate resilience to improve the economic stability of immigrant workers across California. BSP sees job quality advancement as a key component to an inclusive economic recovery from COVID-19 that addresses climate, racial and income inequality.

BSP is well positioned to address the commercial real estate industry's movement towards greener and healthier workplaces, while working to open doors for janitors to access professional mobility opportunities through specialized training. Under CWDB's Low Carbon Economy Workforce Program initiative, this "Green, Safe, & Healthy Jobs" project will continue the expansion of BSP's labor-management partnership and will develop the next iteration of the successful Green Janitor Training Program (GJEP). BSP will build on the innovative and strategic work of prior H RTP funded projects to strengthen its labor-management partnership and promote quality jobs, equity, and climate resilience. Specifically, BSP will strengthen existing regional labor-management committees (LMCs) as well as expand the effective LMC model to new regions. LMCs are an integral part of a high-road training partnership as they allow labor-management partners to build trust and approach worker-industry needs through a win-win lens. BSP's H RTP success demonstrates a proven need within the industry for labor, employers, property management companies, and building owners to collaboratively address the operations and maintenance (O&M) of large commercial buildings to meet current and future

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workforce needs as well as new green standards. Furthermore, by defining the skills, standards, and training requirement for building service workers, this model of convening regional LMCs can transform low-skill, low-paying jobs into good jobs that contribute to an equitable, high-efficiency, and high-performance economy of the future. This LMC network will accelerate the process of addressing the changing needs within the industry in a post-COVID recovery.

BSP was founded with the vision of creating an equitable playing field for California's working families to achieve their career and educational goals. Originally established as a contract victory resulting from California's "Justice for Janitors" campaign, the Leadership Training & Education Fund (LTEF) was created in 2007 through collective bargaining agreements between SEIU-USWW and janitorial employers under the provisions of the Taft-Hartley Act. BSP was founded to expand services to immigrant workers through a holistic approach that incorporates workforce development with immigrant integration efforts. Through its labor-management partnership model, BSP has been able to re-define the janitorial profession (which is often perceived as stagnant) by raising the industry floor and by creating career pathways to further economic stability and upward mobility.

BSP represents a unique partnership between over 75 building service companies, 40 building owners, and SEIU-USWW to train close to 5,000 low-wage janitors a year. Although stakeholders often have distinct and conflicting perspectives, these partners have come to agree that investing in the skills of workers is an all-around win-win initiative. Through its innovative partnership strategy, BSP serves as a model for delivering workforce development training to help low-wage and low-skilled immigrant workers retain employment and prepare for 21st century jobs.

BSP has also been an innovator in terms of putting immigrant janitors at the center of the conversation about climate resilience and mitigation within the industry. Developed in collaboration with its labor-management partners, the Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA), and the U.S. Green Building Council (USGBC), BSP's Green Janitor Education Program (GJEP) has certified over 1,100 janitors across the state. In 2016, BSP was able to achieve written language in the collective bargaining agreement for Los Angeles-Orange County to develop the first Labor-Management Committee (LMC) to bring together employers, labor representatives and workers to identify industry needs and develop industry-driven, worker-centered programs around sustainability. This model has proved effective in convening key industry partners, despite the often contentious labor-management relationship, to collaborate on workforce training. Through previous H RTP projects, BSP expanded the LMC model to other regions across the state. The successful LMC approach is a mechanism for building industry resilience through research, communication, and analysis of industry needs and best practices to implement innovative workforce development training in a rapidly changing sector.

As the state addresses COVID-19, economic inclusivity, racial equity, and climate change through quality job creation, BSP will continue to implement a high road and sector-based strategy through industry-driven and worker-centered programming. BSP will capitalize on the success of GJEP 1.0 by placing workforce development at the forefront of the green economy and COVID-19 recovery efforts. Through this project, BSP will develop a broader GJEP 2.0 to

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address current and upcoming demand for new green, safe, and healthy buildings. BSP will leverage its labor-management partnership to identify industry needs, skills gaps, and latest O&M practices to build upon GJEP 1.0 and re-engage previously certified janitorial worksites through a recertification strategy. BSP's high road partnership will lead the way in supporting workers to create and maintain green, safe, and healthy buildings for California.

**Only respond to Question #2 if you were a grantee with previous H RTP WIOA funds. If you are a new applicant please skip to Question #3.**

**2. Describe the following outcomes as a result of your past/existing H RTP work:**

- a. Outcomes achieved furthering the goals of the H RTP framework and opportunities that now exist due to partnerships developed under original H RTP project.**

BSP was successful in achieving the following outcomes for its previous H RTP project: (1) increased professionalization and economic opportunity through Labor-Management Committee, (2) trained high-killed green janitors to participate in green building movement, and (3) served as a best practice national model for replication.

BSP's previous H RTP work used an innovative LMC approach to define skills, standards, training, and upward career ladder opportunities for janitors. The development of a foundational partnership structure enabled industry leaders to address sustainability issues and workforce needs through industry-driven training solutions. As the industry shifted O&M practices to meet green standards, BSP included workers' voices in the conversation around raising the industry floor, defining industry standards, creating healthier working conditions, and strengthening employers' ability to comply with sustainability practices. This innovative approach has brought immigrant workers out of the shadows and into direct conversation with labor-management about their important role in the green economy.

H RTP also enabled BSP to develop a mechanism to convene a formal Labor Management Committee (LMC) to discuss changes in the industry, worker training, and career pathways at the regional level. The LMC facilitated trust and a shared vision amongst the various partners that provided a foundation on which the Green Janitor Education Program (GJEP) 1.0 curriculum was developed. H RTP allowed BSP to strategically engage with its industry partners to develop a standardized program for janitors, as well as to identify opportunities to train and upskill janitors for new quality jobs. Additionally, the successful implementation of the GJEP pilot led to an industry wide effort to scale the program across California. To date, BSP has certified 1,161 janitors (669 through H RTP) across the state at key sites including Google, Facebook, Oracle, CalSTRS, Wells Fargo, Cal Edison, among others. BSP's success allowed SEIU International and other union locals to begin replicating the program in other states. BSP developed a "train the trainer" model and supported Local 1 from Chicago and Local 6 from Seattle to replicate the program in their respective markets. Similarly, BSP was invited by SEIU Local 26 to present its successful labor-management training model to employers, labor

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representatives, and workers in Minneapolis, and to advocate for the creation of a similar training fund during their collective bargaining negotiations.

BSP has built on the success of H RTP 1.0 to further advance the critical role of janitors in addressing climate change through green cleaning practices, and to continue to define and improve skills, standards, training, and career ladder opportunities for janitors. BSP has worked closely with SEIU-USWW and employers in its LMCs to determine industry needs and to negotiate the terms of training programs. Janitorial industry employers and labor leaders strongly voiced a need for uniquely qualified workers to fill higher skilled floor care utility positions, which led to the recent development of BSP's Floor Care Technician program (35 workers have been trained to date). At the same time, H RTP 1.0 enabled BSP to explore professional mobility pathways for janitors. Recognizing the need to define career pathways beyond linear promotion, BSP created a working group to expand its credentialing system across commercial buildings to increase upward career mobility for janitors. This effort has been well received by BSP partners who are encouraged by CWDB's support and are motivated to support this exploratory initiative based on a prospective return on investment.

BSP's LMC model proved to be an effective mechanism for convening stakeholders and for advancing industry-driven, worker-centered, training programs. BSP leveraged the success of the LMC in Los Angeles to convene 2 LMCs in Orange County to address specific needs among employers and labor partners in the region. Furthermore, BSP successfully convened 3 Industry Advisory Committees (informal LMCs) in the Silicon Valley that mirrored the framework of the LMCs in Southern California. In response to COVID-19, BSP mobilized those LMCs to address the impact of COVID-19 on workers and the industry. BSP rapidly convened the regional LMCs over 5 statewide, virtual meetings. The ability to convene statewide partners enabled BSP to quickly address industry and workers' COVID-19 related needs. In collaboration with industry experts, BSP developed a 12-hour Infectious Disease Certification (IDC) program to respond to the impact of COVID-19 on the janitorial industry. IDC adapts cleaning and maintenance practices to the rapidly evolving health and safety measures surrounding COVID-19 mitigation to protect janitors' health as they support commercial facilities and businesses to reopen. The success of the pilot has increased trust and confidence among partners, and as a result, BSP's partnership model has been further recommended as an effective mechanism to address workforce development needs in the industry. This recent effort also highlights the importance of H RTP's support for BSP's partnership framework.

**b. What did you learn from first investment that impacts your new, proposed project?**

The most notable lesson that BSP learned from its first H RTP investment is that regional labor-management committees (LMCs) are the most effective strategy for furthering BSP's high road vision goals. With numerous statewide employer partners that have different regional market needs, the expansion of LMCs to Orange County and Silicon Valley have proved to be an effective mechanism for scaling and customizing programs to local market needs. The expansion of BSP's Floor Care Training Program in Silicon Valley and Orange County through the LMC model provided an opportunity for employer representatives, workers, and labor representatives

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in those respective regions to be involved in the process of program development and implementation. Similarly, the development and implementation of the Infectious Disease Certification (IDC) program could not have been possible without existing LMCs. Within this partnership framework, stakeholders can come together and agree that raising the industry floor is a win-win. This mutually beneficial collaborative approach will provide the foundation to build new job classifications and career pathways through the collective bargaining process.

BSP will build upon the progress it made through its HRTPs and will expand partnership engagement to include property managers and building tenants to increase the impact of BSP's programs. Engagement of these partners is important given their broad oversight of buildings/facilities and their understanding of green and healthy building initiatives across entire portfolios. Developing a shared vision among all partners is critical, and BSP will leverage its success in finding common ground between labor and management partners to broaden and strengthen its partnerships. As a partnership facilitator, BSP works to meet the industry wide needs of labor, management, and workers, to move initiatives forward, and over time, BSP has fostered trust among its partners through a win-win framework. Through its partner building strategies, BSP meets industry needs while moving janitors toward better jobs, increased wages, higher self-actualization, and an overall improved quality of life. BSP will leverage the success of its past two H RTP projects to help California on its road to recovery in its next chapter of H RTP.

**3. Summarize your project goals, activities, outputs, and outcomes and how it will expand/evolve your previous work. Response should focus on what project will do with direct funding and what will be achieved within the grant term. Response should align with your high road vision and sector-based strategy response from Question #1.**

Through this grant, BSP will continue to advance a high road training partnership that will increase upward mobility among immigrant workers and simultaneously meet the industry demand for a skilled workforce that can meet green sustainability standards in an emerging low-carbon, energy-efficient, health-oriented, and safety-focused commercial building sector. The proposed activities in the table below provide an outline of the anticipated H RTP 3.0 outcomes and performance measure.

<b>Outcome 1: Address the Career and Economic Mobility of Janitors through Labor-Management Committees (LMCs)</b>	<b>Measuring Impact</b>
<p><b>Activity 1: Expansion of Labor-Management Committees (LMCs)</b></p> <ol style="list-style-type: none"> <li>1. Strengthen statewide LMC convenings, LMCs in LA as developed under H RTP 1.0, and newly formed LMCs in OC and Silicon Valley.</li> <li>2. Expand LMCs to new regions (SD/Sacramento/East Bay).</li> </ol>	<p><b>Activity 1 Performance Measures</b></p> <ol style="list-style-type: none"> <li>1. Convene statewide LMC 1-2 times a year.</li> <li>2. Convene LA LMC 3 times per year and 3 LMCs in OC/SV respectively.</li> <li>3. Develop 2 new LMCs in East Bay, Sacramento or San Diego.</li> </ol>



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<p>3. Work with LMC partners to advocate for LMC integration into 2021 Collective Bargaining Agreements under SEIU-USWW (CBA) beyond LA-OC.</p> <p><b>Activity 2: Career Pathways Development</b></p> <p>1. Work through LMC to identify and define career pathways vision and outline potential training connected to industry demand.</p>	<p>4. Integrate LMC clause into 1 new Collective Bargaining Agreement (CBA).</p> <p><b>Activity 2 Performance Measures</b></p> <ol style="list-style-type: none"> <li>1. Hold 2-3 focus groups with LMC.</li> <li>2. Produce an industry career framework document.</li> </ol>
<p><b>Outcome 2: Engage Commercial Building Owners/Property Management through Labor-Management to define Industry Standards and Impact Measures for a High-skilled Janitorial Workforce in Green Buildings</b></p>	<p align="center"><b>Measuring Impact</b></p>
<p><b>Activity 3: Engage Building Owners/Property Managers</b></p> <p>1. Work through LMC to engage clients in thinking through current and upcoming industry needs as well as opportunities for the increased role for O&amp;M, specifically a trained janitorial workforce, in green building performance goals &amp; initiatives.</p> <p><b>Activity 4: Impact Evaluation</b></p> <p>1. Engage LMC partners and clients in tying O&amp;M/Janitorial and BSP's workforce development programs to impact measures of lessening the environmental footprint of commercial buildings.</p>	<p><b>Activity 3 Performance Measures</b></p> <ol style="list-style-type: none"> <li>1. Engage 2-3 building owners/property managers from each region via a focus group/survey/ or conversation on industry needs.</li> <li>2. Produce set of recommendations for training opportunities in the context of upskilling/career pathways in new green building initiatives and COVID-19 environment.</li> </ol> <p><b>Activity 4 Performance Measures</b></p> <ol style="list-style-type: none"> <li>1. Produce an initial draft of outcomes and metrics as well as data collection plan to evaluate impact of workforce development programs to green building performance measures.</li> </ol>
<p><b>Outcome 3: Upskill Property Service Workers in Green &amp; Healthy Building Movement</b></p>	<p align="center"><b>Measuring Impact</b></p>
<p><b>Activity 5: Green Janitor Education Program (GJEP) 2.0/ Recertification &amp; New Certification</b></p> <ol style="list-style-type: none"> <li>1. Leverage opportunity to redefine janitor's key role in green and safe buildings in the context of COVID-19 recovery and green economy.</li> <li>2. Work through LMCs and clients on short-term and long-term re-skilling/up-skilling/certification needs to meet the shifting of the industry.</li> <li>3. Develop new green program iteration towards a Green Janitor Education Program (2.0). This will include new modules for maintaining green, safe, and healthy buildings.</li> <li>4. Pilot and expand GJEP 2.0 as a recertification strategy.             <ol style="list-style-type: none"> <li>a. Recertification modules under GJEP 2.0 = 4 additional hours for existing green janitors.</li> <li>b. Certification for new green janitors: 30 GJEP hours, including new modules to address new green, safe, and healthy buildings.</li> </ol> </li> </ol>	<p><b>Activity 5 Performance Measures</b></p> <ol style="list-style-type: none"> <li>1. Hold 4 discussions/focus groups through LMC partners to research and identify low-carbon, health &amp; safety workforce needs</li> <li>2. Develop new green, safe, and healthy buildings modules.</li> <li>3. Implement a distance learning model for GJEP 2.0</li> <li>4. Pilot GJEP 2.0 and serve 150 workers in year 1.</li> <li>5. Expand GJEP 2.0 across six regions to recertify/certify 600 workers over the duration of the grant.</li> </ol>

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**Activity 6: Industry Recognized Training, New Delivery Models**

1. Implement new models for worker training leading to industry recognized certification in post COVID-19 recovery
2. Explore and tailor curriculum for new distance learning models for existing industry recognized certifications such as but not limited to GJEP 1.0, Floor Care Technician, and Hybrid GJEP.
3. Address tech-equity for workers with limited tech infrastructure for on-ramping to training.

**Activity 7: Worker Voice**

1. Develop strategy to continue to elevate worker voice through LMCs, advisory committees, and program implementation through peer-to-peer models.
2. Integrate the voice of workers in addressing new standards within the industry for new green, safe, and healthy buildings.

**Activity 6 Performance Measures**

1. Implement 3 training delivery models:
  - a. In-classroom: under new CDC guidelines.
  - b. Hybrid/Synchronous: in-real through online platform.
  - c. Asynchronous: anytime, anywhere.
2. Hire an E-learning and Digital Equity Coordinator.
3. Train 400 workers in existing industry recognized certification such as but not limited to GJEP 1.0, Floor Care Technician, and Hybrid GJEP.

**Activity 7 Performance Measures**

1. Engage at least 20 janitors across the state through various engagement and leadership opportunities to advocate for quality jobs, equity and climate resilience.
2. Train 12 workers to become GJEP peer-to-peer certified trainers.

**Outcome 1: Address the Career and Economic Mobility of Janitors through Labor-Management**

**Activity 1: Expansion of Labor Management Committees (LMCs)** - The project will further support industry leaders in continuing to address operations and maintenance (O&M) of large commercial office buildings. Building on the success of its previous projects, the proposed H RTP 3.0 project will sustain the current expansion of LMCs in Los Angeles, Orange County and Silicon Valley, and will explore new LMC opportunities in the East Bay, Sacramento and San Diego. BSP has a record of success in convening labor, management, *and workers* to identify industry needs and to implement quality industry-driven, worker-centered workforce development solutions. BSP's strategy is centered on identifying win-win approaches that are scalable, as demonstrated by the development of the H RTP supported Floor Care Technician program. BSP's success serves as a catalyst for partners to continue to explore additional career opportunities (such as janitorial leads, supervisors and health porters) as well as forming LMCs in new regions

**Activity 2: Career pathways** - As the industry works to create workplaces that are green, safe, and healthy, the role of janitors must also evolve. BSP will work with LMCs to produce an industry career framework that outlines occupations, skills sets, and available training programs to meet the current and future labor demand. BSP will conduct focus groups with employers, labor partners, and workers to understand industry needs and ways for BSP to meet those needs. Where there are no available training programs within the industry, BSP will engage industry to create training opportunities. This includes exploring pre-/apprenticeships opportunities that align with the career ladder vision.

**Outcome 2: Engage Commercial Building Owners/Property Management through Labor-Management to define Industry Standards and Impact Measures for a High-skilled Janitorial Workforce in Green Buildings**

**Activity 3: Owner/Property Management Engagement** - Leveraging its labor-management partnership, BSP will further engage building owners and property managers to measure the

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impact of trained janitors in reaching green performance goals. BSP currently holds partnerships with building owners and property management companies around the state. Through this project, BSP will deepen those relationships as well as broaden its network of such partners to further establish industry-wide standards. BSP understands that advanced “green” technology is not sufficient in itself to achieve California’s energy and environmental (GHG reductions) performance objectives for commercial buildings. Instead, green technologies must be properly operated and maintained by a trained workforce to realize the full benefits of those investments. BSP will engage owners/management to align green building initiatives with common sense practices and measures, and to map and develop the training necessary for a workforce to meet performance standards. BSP will work with 2-3 building owners/property managers per region and an external evaluation partner to build a preliminary evaluation framework for the impact of GJEP. BSP will work with LMCs to review the framework and identify opportunities to align with existing operations.

**Activity 4: Impact Evaluation** - Green building initiatives employ strategies to minimize overall energy consumption, water use, and waste generation, and a well-trained janitorial workforce can be one of the most effective, low-cost solutions to reach those goals. BSP partnered with USGBC to advocate for the importance of a trained janitorial workforce to maximize green building performance. However, despite initial research efforts to quantify water and energy use reductions of GJEP buildings, there is a need to further develop evaluation and impact metrics for the role of O&M in GHG reduction. Through this project, BSP will work through its labor-management partnership to develop an evaluation framework that will tie GJEP to return on investment (ROI) metrics, and these in turn will be used to further a value proposition for future industry investment.

**Outcome 3: Upskill Property Service Workers in Green & Healthy Building Movement**

**Activity 5: Green Janitor Education Program (GJEP) 2.0** - BSP will pilot the new GJEP 2.0 modules with 150 workers in year 1, and subsequently, BSP will scale the program across all six regions to train 600 workers over the duration of the grant. BSP anticipates recertifying 600 janitors who previously received certification. BSP will capitalize on the success of GJEP by placing workforce development at the forefront of the green economy and COVID-19 recovery efforts. As we work to address climate change, COVID-19, an inclusive recovery, quality job creation, and racial equity, BSP’s high-road partnership and sector-based approach provides an effective strategy to achieve positive outcomes. As the industry responds to the need for safe and clean workplaces, sustainability workplace health and safety have become more interconnected. Through this project, BSP will further strengthen GJEP to address the current demand for new green, safe, and healthy buildings. BSP will leverage its labor-management partnership to build upon GJEP and re-engage previously certified janitorial worksites for a 4-hour recertification training that addresses new training requirements for creating green, safe, and healthy buildings. BSP will also conduct outreach to untrained janitors to provide the enhanced GJEP 2.0 certification. Through a new E-learning & Digital Equity Coordinator position, BSP will develop a distance learning infrastructure to expand access for workers statewide. BSP will leverage H RTP funds for the development of this program and initial rollout, with the goal of attaining ETP funds for broader expansion.

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**Activity 6: Industry Recognized Training, New Delivery Models-** Through its labor-management partnership, BSP will continue to meet the demand for industry-driven training. Given new public health restrictions, BSP will develop and offer training through (1) traditional, in-classroom training that will follow CDC guidelines, (2) synchronous, virtual training, and (3) asynchronous learning supported by a learning management system. BSP will work with its partners to meet training needs as well as to address training delivery challenges. BSP will impact 400 workers through its suite of industry certification programs. Critical to this work, BSP will hire an E-learning & Digital Equity Coordinator to build the organization's capacity to effectively make this transition.

**Activity 7: Worker Voice** - BSP will enlist 20 workers statewide through various engagement and leadership opportunities to advocate for quality jobs, equity, and climate resilience. BSP will also train 12 certified janitors to become peer-to-peer GJEP instructors; BSP will provide stipends and on-the-job training while they serve as teaching assistants before becoming full instructors. BSP will prioritize the engagement of workers and communities who are often disenfranchised in climate/sustainability planning conversations. Additionally, BSP will continue to support SEIU-USWW's environmental justice efforts and will also work with labor-management partners on key industry and worker issues.

**4. How will the project connect workers to high-quality jobs and/or entry-level work with clearly defined routes to advancement?**

BSP has leveraged its ability to bring together multiple stakeholders to engage in strategic and innovative workforce development collaboration to improve incumbent workers' job quality while providing workers the confidence and skills needed for advancement. Through HRTP, BSP has developed the labor-management committee (LMC) framework to continue its career ladder building efforts. This model has been successful in creating multiple industry-driven programs including GJEP, Infectious Disease Certification, and the Floor Care Technician Program which provide upskilling opportunities for career advancement. BSP's labor-management framework and its longstanding partnerships are key in pushing the industry forward to define career pathways for a low-wage industry that has historically offered little mobility for workers.

This project will be intentional in its support of industry leadership and workers with the objective of defining the skills, standards, and training for upward career ladder and potential apprenticeship opportunities within property services. This effort is necessary and opportune to meet the industry and workforce needs of an emerging low-carbon, energy-efficient, healthy commercial building sector. In the process, labor and management partners will work to explore and develop higher skilled jobs by recognizing the contribution of property service workers in building a high-efficient, high-performing, green economy. BSP is uniquely positioned to advocate for worker mobility and training within the labor-management partnership, BSP and supports its closest partner, SEIU-USWW, to advocate for training and new job classifications in collective bargaining negotiations.

**5. How will project increase skills, opportunities, and career pathways for the disadvantaged populations your project is targeting?**

Commercial janitors clean the buildings of the wealthiest companies across the state, but due to low-wages, lack of professional development opportunities, and systemic barriers, janitors struggle to make ends meet. Furthermore, per USWW's member residence data, high concentrations of these workers and their families live in disadvantaged communities (DACs) or Low Income Communities (LICs) and are most affected by climate change. BSP facilitates collaboration between employers, labor and workers to provide effective worksite training (on paid time) to help workers overcome barriers to traditional forms of adult education and workforce development training. Furthermore, to meet the needs of a service population that has little formal education and low-levels of digital literacy, BSP implements a learner-centered and culturally competent service approach. In 2014, BSP leveraged this effective high road model to develop and pilot its GJEP in Los Angeles. The program has been expanded across the state, resulting in the certification of over 1,100 janitors. GJEP is an innovative worksite based program that trains janitors to improve energy and water efficiency and to reduce solid waste. Through GJEP, workers increase their credentials and career advancement opportunities, as well their knowledge, confidence, and leadership skills.

For this project, BSP will continue to scale and build on GJEP through its LMC model while providing specialized training to janitors and connecting them to apprenticeships in adjacent industries. As the janitorial industry moves towards automation, it will be crucial to incorporate technology into training programs to prepare janitors for the future of work. Many of the technologies that are being implemented not only improve cleaning efficiency, but help buildings meet sustainability goals. Technology skills development will improve janitors' job security as well as their efficacy as front-line sustainability workers. As the industry evolves, BSP will incorporate additional technology skills training components into GJEP.

**6. How will a partnership between industry leadership – both labor and management – increase the health, safety, and professionalization of jobs in your sector?**

U.S. Department of Labor statistics show that of all types of labor, janitors are fifth most likely to be injured on the job. BSP has worked with the Community Occupational Health Project (COHP) at the University of California San Francisco (UCSF) and Street Level Health Project in Oakland, Occupational Health Internship Program (OHIP), UCLA Labor Occupational Safety & Health (LOSH), UCLA Labor Center, and UC Berkeley Labor Occupational Health Project (LOHP), to develop and implement safety training to janitors at their worksites. Worker health and safety is a core BSP priority, as demonstrated through its core workforce development programs including GJEP, the Floor Care Technician Program, and Infectious Disease Certification (IDC).

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Through GJEP and its recently developed IDC program, BSP advocates for a high-road partnership model that brings together labor and employers in order to upskill workers to meet rapidly evolving industry standards. COVID-19 has revealed that all Californians benefit from the professionalization of the cleaning industry. Rebuilding the economy and creating prosperous and sustainable communities requires robust investment and innovative policies and programs that are based on principles of equity. This includes securing and enforcing basic worker protections, ensuring just compensation, and implementing adequate training standards for frontline janitors.

COVID-19 presents an opportunity to further define and advocate for healthy and safe workplaces and increased support for janitors. As the commercial building industry takes broader responsibility for workplace health and safety in the context of the pandemic, janitors will need skills training to meet new industry standards. While the green building movement is focused on sustainability, BSP understands that environmental standards cannot be achieved if workers' health and safety needs are not being met. Through its labor-management partnership, and in collaboration with safety compliance experts, BSP will prioritize worker health and safety as a core component of its program development strategy for this project.

To increase professionalization of jobs in the janitorial sector, BSP will engage labor and management to map industry occupations, skill sets, and training needs that can be translated into a "stackable" certificate system to help workers attain and prove industry-defined skills for advancement. This industry-wide, worker-centered credentialing system will pave the way for the creation of new job classifications through the collective bargaining agreement. BSP is also working with partners to develop bridge and/or pre-apprenticeship programs to open professional pathways to facilities management or building engineer positions.

**7. How will project and partnership prioritize worker voice?**

Born out of California's "Justice for Janitors" campaign, BSP has 13 years of experience developing and implementing worker-centered programs that prioritize worker voice. In the planning phases of GJEP and the IDC program, BSP worked with partners and stakeholders through regional LMCs to determine industry needs. In addition, BSP required worker leaders from across the state to share their concerns/needs and to provide input on program design at those convenings. Through this project, BSP will continue to include workers' voices at all key phases of program development. In the implementation and evaluation phases of the project, BSP will use pre/post surveys and participant satisfaction surveys to collect student feedback. In addition, BSP is working to establish a participant advisory committee focused on leadership development of workers. Using participant guidance and feedback, BSP will adjust programming to capitalize on successes, address challenges, and create new opportunities to help its service population.

**8. How will partnership address worker, employer, and industry needs as they respond and adapt to climate change and environmental sustainability, including building community and economic resilience?**

Commercial buildings consume a vast amount of energy and generate more greenhouse gas pollution than most business sectors. The environmental costs of underperforming buildings has a tremendous negative effect on the economy, and the building industry has responded by advancing ambitious environmental performance goals. For buildings, any effective carbon emissions reduction plan depends on the contribution of building workers who are ultimately responsible for making buildings run “green.” In turn, the success of property service workers to maintain green buildings depends on the availability of high-quality training opportunities. Through H RTP, BSP will continue to develop and implement robust workforce development programs that address environmental standards, meet worker needs, and build statewide economic resilience.

BSP has long argued that “green” construction and technology is not sufficient by itself to achieve energy, water, waste, and other environmental performance objectives for commercial buildings. Instead, a trained workforce is required to realize the full benefits of these capital investments. Furthermore, conventional buildings can significantly improve environmental performance without the latest equipment and digital controls if workers are trained to implement better O&M practices. Through this H RTP project, BSP will develop a second iteration of GJEP that will align new green and healthy building initiatives with O&M practices to increase the environmental performance of buildings.

As it responds and adapts to climate change and environmental sustainability, BSP’s partnership model addresses worker, employer, and industry needs through a win-win collaborative approach. Through GJEP 2.0, low-income workers will be upskilled for a green economy while supporting commercial buildings to decrease energy costs, water consumption, waste reduction, and overall greenhouse gas emissions. The success of GJEP 1.0 has enabled BSP to advance the idea that “green” O&M should be treated as a core strategy for reducing carbon emissions. Additionally, competencies, curricula and training standards should be established for building service workers in all job classifications—including janitors, maintenance staff, and engineers—in order to accomplish California’s sustainability goals. Through its proven labor-management collaboration, BSP’s program development and recertification strategy through GJEP 2.0 will engage partners around its goal to create career pathways for workers in a new green economy. BSP believes that a just and equitable economic recovery requires investments and programs that are worker centered, and that the professionalization of the cleaning industry will benefit all Californians.

**9. How has the project and partnership worked as a regional entity? Describe geographic, demographic, industry sector, or any other factors that made it regional.**

BSP represents a unique partnership across California between over 90 janitorial employers, over 60 commercial building owners, SEIU-USWW, as well as the broader community. Originally founded as the Leadership Training & Education Fund (LTEF) through the collective bargaining

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agreements between SEIU-USWW and janitorial employers under the provisions of the Taft-Hartley Act, BSP has been included in all 5 collective bargaining agreements across California and has 6 regional training centers housed at SEIU-USWW offices located in Los Angeles, Sacramento, Oakland, Orange County, San Diego and San Jose, with an additional center located on Google campus in Mountain View. Adaptability across different regions is key given a market like Downtown LA, which consists of multi-tenant high rise buildings, may differ in significant ways from Silicon Valley, which features prominent single-tenant facility campuses. Often these two markets differ in management structures and incentives that directly impact BSP's engagement strategy. BSP's decentralized model allows regional teams to convene labor-management in different regions to address the specific needs of each respective market.

Furthermore, BSP partners such as property service contractors often operate statewide and exist in multiple markets across that state. Through its statewide initiatives and regional LMCs, this project will work with employers to build and integrate workforce development programs into their skill-development practices across the state and beyond. Similarly BSP will further engage the building owner and property management community who understand the diverse needs across the state and can play a pivotal role in BSP's high road partnership local initiatives. BSP's model is able to have the flexibility to develop its programming based on local labor market assessments and employer's workforce needs.

BSP will continue to strengthen and expand its regional labor-management committees across the state to meet the needs of the industry and workers in each respective region. BSP expects that its successful work through H RTP thus far will enable the institutionalization of LMC structures within collective bargaining agreements across new regions in 2021 collective bargaining negotiations.

## Partnerships

*Responses in this section should align with responses in Form 6: Partner Roles & Responsibilities.*

- 10. Outline experience and success working and convening employer and worker representatives to improve jobs and training. If applicable, include experience working with other pertinent stakeholders (community based organizations/non-profits, social services agencies, subject matter experts, local workforce development boards, etc.)?**

BSP has a long history of developing training programs and curricula in an effort to meet the demands of a hard-to-reach workforce, convening unlikely partners with distinct and often conflicting perspectives to agree that investing in the skills of immigrant workers is a mutually beneficial endeavor. BSP met the initial need for ESL training in the industry with resounding success, and this enabled BSP to expand training offerings and deepen its labor-management partnership. Through its ongoing H RTP work and LMC convening model, industry leaders and workers have experienced firsthand how BSP can be an effective mechanism for creating opportunities to uplift the importance of property service work in the California economy. As a convener, BSP has gained valuable experience in managing labor-management relationships



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while positioning itself as a key driver for industry and worker advancement initiatives. Through a deep understanding of how to negotiate effective training approaches within the context of collective bargaining, BSP is well on track to continue building consensus among industry leaders to further a high road vision.

Core to its program development and implementation, BSP also has a long track record of successful partnerships with community based organizations and higher educational institutions. In the creation of GJEP, BSP partnered with the Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA) and the U.S. Green Building Council (USGBC) and will continue to engage these two partners in addition to others in the evolution of GJEP 2.0. Similarly, for BSP’s recent Infectious Disease Certification, BSP engaged subject matter experts UCLA LOSH, UC Berkeley LOHP and The Ashkin Group.

BSP continues to expand its footprint in regional networks across the state and demonstrated successful partnerships and engagement with local WIBs, worker advocacy, and other workforce development agencies. For example, BSP is currently involved with ReWork the Bay, Santa Clara County COVID-19 Bridge to Recovery Initiative, and Skills for CA Leadership Council, and often collaborates with organizations such as UnidosUS, National Skills Coalition, and California Edge. BSP believes that it can bring further value to the industry by increasing its presence across the state and its networks to continue advocating for workers through its high road vision.

**11. Existing partners: Outline relationship, history of working together, commitments, and formal and informal agreements. Describe how these partnerships align with the H RTP framework. This should include partnerships you have experience and history already working with. This should mirror the information captured on Form 6: Partner Roles & Responsibilities.**

Through this project, BSP will continue to build on existing relationships with SEIU-USSW, employers, commercial building owners, property management companies, and community partners that have been established through BSP’s long labor-management work. BSP’s Leadership Training Education Fund (LTEF) is an employer fund that is overseen by a board of trustees with equal representation from industry and labor. Through the LTEF relationship, BSP engages its partners through formal training agreements to invest in BSP’s workforce development programs and its comprehensive service model. BSP’s successful LA LMC was formally included into the 2016 Collective Bargaining Agreement (CBA) for LA-OC. BSP has since expanded the LMC model to other regions with great success. The LMC framework enables employers to provide real-time feedback on industry and worker needs, and helps BSP to align programs to those needs. BSP will leverage this success to institutionalize LMC language in additional CBAs. Below is a table summarizing BSP’s current partners for this project:

Partners	Description
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SEIU-USWW	SEIU-USWW President David Huerta, Vice President Denise Solis, and Regional Vice President Andrew Gross-Gaitan have sat on BSP’s Board of Directors (BOD) since its inception and have consistent communication and collaboration with BSP leadership. Local labor representatives have strong working relationships with BSP staff in their respective regions.
Employers	American Building Maintenance (ABM), which represents more than 50% of California’s janitorial industry, will serve as a principal collaborator to obtain critical information to tailor and pilot materials. Similarly BSP has received a letter of support from DMS, a longtime partner and active participant in BSP recent high road partnership work. BSP holds relationships with and will engage many other employers through this work.
BOMA-GLA	BOMA-GLA representatives sit on BSP’s BOD since its inception and were key collaborators of GJEP 1.0. BOMA-GLA has provided a letter of support for this project and is well positioned to collaborate and mobilize its organization to advance BSP programs and projects.
USGBC	The U.S. Green Building Council has issued a letter of support for our proposed project and has agreed to lend their expertise in the development of GJEP 2.0. BSP partnered with USGBC for the creation of GJEP 1.0 and participates in monthly calls with USGBC and SEIU leaders.

**12. New partners: Outline status of relationship, priorities, and strategy to engage and work together throughout the grant term and beyond. Describe the role they will play within your proposed work and how it aligns with the H RTP framework. This should include planned and secured partnerships that will be new to working with your organization. This should mirror information captured on Form 6: Partner Roles & Responsibilities.**

BSP will engage new employer partners to support program expansion. More specifically BSP is proposing increased engagement with building owners, property management companies, and facilities management teams to define outcomes and improve evaluation processes in order to demonstrate the impact and value of worksite instruction in achieving low-carbon, energy-efficient, and healthy workplace initiatives. The further inclusion of owners/property managers in this project will provide comprehensive insight into O&M practices and opportunities for training alignment. This expansion will increase the value to the partnership model, and will help high road janitorial contractors become more competitive in a green economy while facilitating the creation of career pathways for workers. BSP will prioritize the deepening of relationships with past partners while also working with labor and employer partners to broaden its

owner/property management network in alignment with SEIU-USWW's regional and statewide strategies.

In the development of new training programs such as GJEP 2.0, BSP will leverage past partnerships to support the new activities proposed in this project. BSP will work with USGBC and BOMA-GLA who both have committed to support BSP's work through letters of support. Similarly, BSP will engage subject matter experts such as UCLA LOSH and UC Berkeley LOHP, both of whom supported BSP's recent Infectious Disease Certification with curriculum development.

Lastly, as BSP transitions to a distance learning model and hires an E-learning & Digital Equity Coordinator, it will look to develop partnerships with field-expert organizations such as the EdTech Center at World Education, Digital Promise, and others. BSP currently holds no formal partnership agreements but has had exploratory conversations with these organizations.

- 13. Who will be the core conveners of the partnership? Core conveners are organizations/ individuals within the partnership that will be involved in making major partnership decisions, communicating to and on behalf of other partners, and ensuring coordination throughout the region. Include both organizations and individuals along with their role and commitment to engage and act on behalf of the partnership.**

BSP will be the core partnership convener. BSP has 13 years of experience as a labor-management partnership convener and will continue to convene SEIU-USWW, janitorial contractors, worker leaders, and broaden owner/management engagement in various service regions.

Interim Executive Director Luis Sandoval and Chief Operating Officer Laura Medina will lead statewide efforts to further BSP's high road vision and its partnership development and program implementation goals. Through previous H RTP support, BSP established regional workforce development teams led by Northern CA Vocational & Sustainability Coordinator Mariel Estrada and Southern CA Vocational & Sustainability Coordinator Jocelyn Jimenez.

BSP staff will work with SEIU-USWW leadership, including President David Huerta and Vice President Denise Solis, as well as regional labor representatives and employer partners. Additionally BSP will continue to serve as the facilitator for all program development efforts and for external network, partnership, and content-expert engagement.

- 14. Outline how the partnership will convene, prioritize, and engage throughout the grant period. How will data and reporting be streamlined and reported back to the state with buy-in from core partners?**

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Through this project, BSP will prioritize strengthening and expanding its labor-management committees (LMCs) to raise the industry floor by identifying industry needs and developing industry-driven programming such as GJEP 2.0. BSP will strengthen its regional LMCs to meet local labor market needs while bringing together statewide LMCs to implement industry-wide initiatives. BSP will also continue its partner engagement through relationships held in respective regions. In the research and program development phase, BSP will engage subject matter experts such as USGBC, UCLA LOSH, and UC Berkeley LOHP, and will include subject matter experts in LMC convenings as needed. As a convener, BSP will coordinate meetings, record progress, and facilitate follow up among partners to move projects forward. In the program implementation phase, BSP will rely on its traditional model of direct collaboration with employer contacts, labor representatives, and workers to ensure program success. Any pilot will undergo a rigorous program evaluation and re-modification process, and all progress will be reported back to the stakeholders through the LMCs.

BSP will build upon the LMC model by strengthening its existing building owner/property manager partnerships as well as developing new relationships across the state. BSP will have an intentional approach to bridge communication and align strategies between LMCs and its efforts around building owners/property management engagement. BSP is currently a strategy to engage building owner/property management and will conduct outreach by the second quarter of the project.

BSP has a cohesive and efficient internal protocol to manage statewide compliance efforts that includes weekly statewide staff meetings to monitor H RTP progress and data collection (BSP uses a Salesforce data management system). BSP will be responsible for reports to the State of California.

## Greenhouse Gas Reduction Fund Requirements

### Facilitating GHG Emission Reductions

*When responding to these questions, applicants should focus on providing detailed qualitative information, but may choose to include quantitative data as well. Responses should address issues of time throughout, in terms of the project's immediate or eventual impact on climate change as well as duration of impact (short-term or long-term).*

*Responses in this section should align with responses in Form 3: GHG Deliverables.*

**15. Describe the project and partnership's goals, strategies, activities, and intended outcomes in facilitating greenhouse gas emission reductions.**

In California, greenhouse gas (GHG) emissions from buildings are second only to transportation, when accounting for energy and water use and wastewater treatment. Buildings provide spaces for work, housing, recreation and have an effect on our environment and health in many ways.

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Consequently, there are many opportunities to reduce GHG emissions associated with buildings. Green buildings have adopted cross-sector strategies to reduce GHG emissions, with broad sustainability goals that overlap with social equity and occupant health issues. More specifically, green buildings are designed, constructed, operated, and maintained to maximize energy efficiency, conserve water, reduce waste, and provide good indoor environmental quality. California has been a leader in efforts to improve the performance of buildings through new construction as well as building renovation and equipment replacement. In partnership with USGBC, whose LEED rating system is an industry standard, BSP created the Green Janitor Education Program (GJEP) to enable building service workers to obtain skills that improve green building performance as well as increase their building's LEED certification level.

However, the installation of advanced "green" technology is not sufficient in itself to achieve the state's energy and environmental performance objectives for commercial buildings. Instead, green technology must be properly operated and maintained by a trained workforce to reap the benefits of those expensive capital investments. Through this project, BSP will prioritize building climate and economic resilience by leveraging its high road training partnership model to further the role of O&M and a trained janitorial workforce in supporting green commercial buildings to reduce GHG emissions.

Commercial buildings have cross-sector influence on health and wellbeing of occupants and the communities that surround them. The future of the building industry is not only about increasing energy-efficiency and achieving zero carbon performance, but is about creating healthy environments for workers and community members. Through GJEP 2.0, workers will learn key occupational skills such as principles around green cleaning, energy efficiency, recycling, and water efficiency to maximize GHG reductions in commercial buildings for immediate impact.

BSP will leverage its experience in convening industry leaders in order to identify new workforce development opportunities that help commercial buildings achieve sustainability goals and enable janitors to advance in their careers. BSP has outlined a clear strategy for deepening its LMC approach. BSP will (1) build on GJEP through stakeholder feedback on low-carbon industry needs pertaining to healthy and sustainable buildings, and (2) employ a research and data driven approach to engage LMCs with the development/alignment of GJEP performance metrics with broader green building performance objectives, and (3) certify/certify janitors across CA through GJEP 2.0. Using the success and lessons learned from GJEP and previous HRTP projects, BSP will establish impact measures for (1) decreased energy and water usage in GJEP buildings, (2) increased confidence to implement green practices both at work and at home among GJEP janitors, and (3) additional credential or career advancement opportunities within green and healthy buildings. This LMC effort will be critical to achieve health and economic equity for low-wage workers. LMC efforts will also be needed to implement O&M practices in the context of third-party rating systems such as LEED, as well as to establish measurement systems to track GHG reduction.

- 16. What critical skills issues will the partnership address in order to help the project's industry sector face the challenges of climate change and environmental sustainability?**

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Green commercial buildings are designed, constructed, operated, and maintained to maximize energy efficiency, conserve water, reduce waste, and provide healthy indoor environments. These objectives are necessary to support California's climate change goals that protect the environment and promote public health and safety. While the green building movement initially focused on green construction techniques and retrofitting existing buildings, green building leaders now recognize that energy and environmental performance goals cannot be achieved without updated O&M. For instance, a well-trained O&M staff can reduce energy use in commercial buildings by up to 30% (see "Assessing the Potential for a FEMP Operations and Maintenance (O&M) Program to Improve Energy Efficiency" US Department of Energy, October 2002). Janitors should be trained to report problems such as leaking hot water fixtures, damaged mechanical insulation, broken windows, and blocked air ducts to prevent energy waste. Additionally, janitors can be trained to use non-toxic, high-impact cleaning methods to ensure that offices are healthy places to work. GJEP provides janitors the training to play a critical role in minimizing the environmental footprint of commercial buildings by addressing water, waste, and energy inefficiencies in the buildings

As the demand for green janitors grows, BSP will mobilize its labor-management partners to develop the certifications and training programs necessary to achieve California's GHG emissions goals. Additionally, as technology becomes increasingly integrated into the O&M of commercial buildings, digital skills will be critical for janitors to report and track issues, and through its distance learning transition, BSP will focus on a significant effort to improve workers' digital literacy. As green cleaning processes evolve and as green technology advances, BSP and its partners will be ready to mobilize a highly skilled workforce to achieve a high-efficiency and high-performance California economy

**17. How will the partnership help to increase or improve the capacity of firms and workers involved in the project to be able to adapt and compete in a carbon-constrained economy?**

BSP's partners have a vested interest in upskilling the workforce to meet industry demands around green and healthy building initiatives. Remaining competitive in a carbon constrained economy requires higher-performing and higher skilled workers in higher-efficiency buildings. As green building strategies evolve, BSP will leverage the success of GJEP 1.0 partnerships to integrate the latest green O&M practices in GJEP 2.0. The energy, environmental, and health costs of underperforming buildings are detrimental to the economy, and the building industry is motivated to adopt new green energy and environmental performance goals to improve their bottom line. Through this project, BSP will continue to improve efforts around water conservation, energy efficiency, and waste diversion, while advancing health and safety principles that meet green building performance standards and healthy workplace requirements. Additionally, BSP will develop impact metrics to help industry partners evaluate the impact of GJEP in the context of a carbon-constrained economy, and the organization will continue to expand its LMC partnerships to identify additional industry and workforce needs and opportunities associated with the transition to a carbon-neutral economy. BSP's worker-centered, industry-driven workforce development solution will help firms to be more competitive in a

carbon-constrained economy while creating bridges and career pathways for low-wage workers into good, healthy, green jobs.

### Benefitting Priority Populations

*Participants of H RTP CCI must reside within a census tract identified as a disadvantaged community or low-income community, or be a member of a low-income household. The following link provides an interactive map to aid in determining geographic and income eligibility for disadvantaged and low-income communities and households: [Priority Population Investments](#).*

*Responses in this section should align with responses in Form 4: Benefitting Priority Populations.*

**18. Identify the Priority Population being targeted by your project. Describe how your proposed work will benefit individuals directly eligible for services as well as the community they reside in.**

This project targets janitors across California who primarily live in regions considered (1) SB 535 disadvantaged communities (DAC's) as well as (2) AB 1550 low-income communities (LICs) as defined for California Climate Investments. Given its long partnership history with SEIU-USWW, BSP has access to member data through the union that can be used for program outreach. According to both SEIU-USWW member data and BSP participant data, a significant majority of this project's target participants live in DACs (considered LICs as well). These areas include East San Jose along the 101 and 280 freeways and East Palo Alto, North Fair Oaks, and Redwood City. In the East Bay, a high concentration of janitors live along highway 101 from San Leandro to Fruitvale and Richmond, and along highway 4 from Bay Point to Antioch. In Sacramento, janitors live in Rancho Cordova, Natomas, North Sacramento, West Sacramento, and South Sacramento. In Los Angeles, the highest concentration of janitors live in Hawthorne, Inglewood, Westmont, Florence, Huntington Park, South LA, and Compton. Orange County janitors primarily live in Santa Ana, and in San Diego they live in City Heights, Logan Heights, Barrio Logan Mountain View, Lincoln Park, Skyline, Mount Hope, and Oak Park.

Janitors clean some of the wealthiest and leading commercial buildings in the state but have been left out of the broader green building movement. Creating healthy and sustainable commercial buildings is important for low-income Latino immigrant janitors who tend to have poorer health outcomes and who often bear the brunt of the effects of climate change. Despite working in an industry with substantial investments in reducing GHG emissions, janitors come from communities that lack such investments despite the disproportionate impact of GHG emissions on them. GJEP invests in underserved workers who can access, learn, and take sustainability principles back to their homes and their communities. BSP's service population primarily consists of low-income Latino immigrants who have multiple barriers to accessing traditional education, workforce development programs, and career pathways. BSP's labor-management framework and its longstanding partnerships are key in pushing the industry forward to define career pathways for a low-wage industry that has historically offered little mobility for workers.

Through its innovative labor-management model, BSP brings together unlikely partners to invest in the skills and opportunities for low-wage immigrant janitors. BSP's effective workforce development programs are offered at the worksites on paid time. Through its LMCs, BSP directly engages worker leaders for their input on program design. Through this project, BSP will leverage its LMCs to provide industry-driven, worker-centered programming for janitors who live in disadvantaged communities. Specifically, BSP will further develop current job training opportunities and pilot alternative distance learning delivery models to provide industry-recognized credentials to workers. This skills development approach will support job retention and improve job quality while meeting industry needs around sustainability and health.

**19. Describe capacity and strategy to target, engage, and support the Priority Populations identified by your project.**

BSP serves over 5,000 janitors annually through education and training programs that include Infectious Disease Certification (IDC), ADVANCE Vocational ESL, the Green Janitor Education Program (GJEP), Digital Literacy, Health & Wellness, Financial Capabilities, Civic Engagement/Citizenship, and Parent University. BSP's comprehensive approach addresses multiple quality of life indicators to support low-wage immigrant workers, their families and their communities. BSP will continue to leverage its close partnerships with SEIU-USWW, janitorial contractors, and its network of community service providers to conduct outreach and provide comprehensive services to janitorial workers. BSP has a long and proven track record with partner engagement and with worker-centered training program development. Among BSP's population, 70% lack Basic English proficiency, less than 30% finished high school. Moreover, 65% are women, 63% of women are heads of household and 50% are over the age of 50. To address the specific needs of its service population, BSP has adopted policies to support learner outcomes and success, including an intensive case-management system, a "no-fail" program structure to ensure worker achievement for certifications, the development of Spanish language teaching materials as well as audio materials to address literacy challenges, and the targeted hiring of experienced bilingual adult educators to deliver effective training.

Working with SEIU-USWW, janitorial employers and building owners, BSP offers worksite training on paid-time to overcome education access barriers. BSP implements a comprehensive case management model that includes regular check-ins with program participants to monitor student progress. This best practice has become a critical component of BSP's programs to ensure retention and achieve the highest learner outcomes for workers who often have limited to no recent classroom exposure. Fostering long-term relationships with program participants also provides an opportunity to further engage workers around additional training programs and new services. Furthermore, BSP hires former program participants to work as "Program Ambassadors" to facilitate word-of-mouth outreach and peer-to-peer support. Furthermore, BSP leverages worksite based training to further engage workers in its comprehensive programs.

**20. Describe the systems set in place within your project design that mitigate substantial burdens on priority populations (e.g. displacement of low income, disadvantaged**



community residents and businesses or increased exposure to toxins or other health risks).

Frontline janitors have inadequate healthcare and lack of worker protections, affordable housing, and childcare. As a population that is composed primarily of Latino immigrants, janitors are three times more likely to become infected and twice as likely to die from COVID-19. Additionally, frontline janitors are provided few opportunities for workforce training, career advancement and upward economic mobility, and can be barred from safety net and relief programs because of their immigration status. Through this project, BSP will leverage its successful labor-management partnership and holistic service model to create equitable pathways to good, stable jobs that are safe, pay family-supporting wages, welcome worker voice, and provide opportunities for career advancement. Through the CBA, janitors have access to employer-sponsored family health insurance and additional benefits. Through additional programs that include Financial Capabilities, Health & Wellness, and Civic Participation/Citizenship, BSP supports families to become integrated and build economic and health stability. Furthermore, BSP will work to increase workers' digital literacy skills so that they can meet growing technology skills demands both at work and in their communities. BSP's success will rely on its ability to convene partners to anticipate and plan for a changing economic landscape. This project's workforce strategy will address the urgent needs of California's most vulnerable, frontline immigrant workers by removing systemic barriers that prevent them from benefiting from an economic recovery.

21. Each individual project must allocate at least 50% of their expenditures to benefitting Priority Populations. Provide an outline of your proposed strategy to meet this requirement. If your project plans to exceed the 50% expenditure requirement, provide details on how this will be achieved. Note: bonus points will be available for those projects exceeding the 50% threshold.

44% Workforce Development Team: Spearhead this project through regional LMC convenings, worker engagement, external partner management, as well as program development and implementation to provide workers effective certification and career advancement opportunities.

22% E-Learning & Digital Literacy Equity Coordinator: Lead the organization's transition to distance learning and set up the systems to adequately support BSP's target population access effective distance learning, digital literacy skills development opportunities, and career pathways.

9% Strategy & Partnership Leadership Staff: Coordinate statewide strategy and leadership engagement among key stakeholders to best advocate for workers and support successful partnership management, program development, implementation, and evaluation.

25% Training Costs: Support workers through a worker-centered approach to program development, implementation, and support system to ensure successful learner and upskilling outcomes.

**22. Explain how community input was considered in your project design.**

Janitorial workers, the majority of whom are Latino immigrants, are essential workers who have carried the burden of the economic and health impact of COVID-19. In an industry that has historically lacked career pathways, BSP will continue to advocate for opportunities for janitors and embed its programming with essential economic development efforts across California. Comprehensive efforts to address climate change and equitable/inclusive economic recovery must address immigrants in low-wage/low-skilled jobs who make up California's largest share of workers. BSP's service model is an example of how to create pathways that address climate, equity, jobs and economic development goals for California's immigrant worker population.

Through labor-management partners that included the Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA) and the U.S. Green Building Council (USGBC), BSP developed GJEP as a worker-centered program that brought the voices of immigrant workers into direct conversation with labor-management about their important role in the green building movement. Since the beginning of GJEP, BSP has deepened its commitment to the inclusion of worker voice in the LMC framework in order to advance worker centered programs. In the recent development of the Floor Care Technician Program and Infectious Disease Certification, workers voices were integral to the program design process. Additionally, a learner-centered approach has been necessary to address the barriers to online education that have emerged in the recent nationwide shift to distance learning. Through this project, BSP will continue to expand its delivery model, placing workers at the center of all planning activities while creating a process for ongoing evaluation through learner feedback.

**Maximizing Co-Benefits**

*For assistance responding to these questions, refer to the "Maximizing Co-Benefits" section of the RFA and CARB's [CCI Co-benefit Methodologies Assessment webpage](#).*

**23. What economic, environmental, and/or public health co-benefits will the project deliver? Explain the reason(s) for addressing each co-benefit identified.**

Community Investment & Job Retention: Janitors across California come from disadvantaged and low income communities that have not seen green investment and are often left out of discussions around environmental sustainability. This project will target an underserved population through effective and accessible workplace training that upskills janitors in a growing green economy. A worker-centered investment is needed to raise the floor of a historically flat industry to provide janitors with needed opportunities for career advancement. This project will help janitors understand the health benefits of green maintenance for their building tenants, for themselves, and for their families and communities at home. Additionally, in the context of the recent furloughs and layoffs that have occurred in the janitorial industry, the certification opportunities provided through this project will help janitors to retain their jobs.

**Water & Energy Savings:** In 2017, BSP partnered with the environmental consulting group SeedLA to conduct an evaluation of GJEP. The SeedLA report demonstrated that 76% of GJEP buildings saw a decrease in energy and water usage within 2013-16, with GJEP buildings using 5.6% less energy on average in 2016 than non-GJEP buildings.

**Occupational Safety & Health Improvement:** Efforts to advance sustainable and healthy buildings must address worker health and safety, and this is especially important in the context of COVID-19. Through this project, BSP will prioritize worker health and safety through its successful GJEP and Floor Care Technician programs.

**Transportation:** Due to the skyrocketing cost of living in California, many janitors commute long hours on public transportation from affordable neighborhoods. BSP will offer programs virtually so that participants can access training opportunities from their homes. This will result in less time spent on the road and will further reduce carbon emissions.

**24. How will the project and partnership address and deliver the expected co-benefits identified above?**

**Community Investment & Job Retention:** BSP will continue to leverage its successful high road partnership to develop and deliver industry-driven, worker-centered programming to upskill low-wage janitors, improve job quality, and create opportunities for career advancement. An investment in low-wage jobs through skills development will support job retention while improving job quality.

**Water & Energy Savings:** GJEP educates janitors on a broad range of O&M sustainability principles. The GJEP curriculum includes modules on energy and water conservation to help workers increase the energy and water efficiency of buildings. As a result of GJEP, workers are empowered to report a leak, or turn off lights, building owners lower their energy costs, and communities benefit from a reduced carbon footprint. Furthermore, janitors take the knowledge they have gained through GJEP and apply sustainability practices at home for the benefit for their families and communities.

**Occupational Safety & Health Improvement:** GJEP devotes an entire module to the principles of green cleaning. Through GJEP, workers learn about the health benefits of green cleaning products, they are educated on the health and environmental impacts of using certain chemicals, and they are trained to report chemical safety issues. Additionally through a health & safety module, GJEP provides training on ergonomics, injury prevention, and chemical and electrical hazard protection. Furthermore, BSP will continue to advocate and prioritize worker health and safety in the context of COVID-19. Moreover, BSP will establish metrics and data collection processes to evaluate the impact of this project on occupational health and safety.

**25. When will the co-benefits(s) identified above be achieved and realized by the project?  
How long will the co-benefits be sustained?**

Community Investment & Job Retention: Direct investment will be immediately realized through the implementation of workforce development programs. Job retention will be realized as soon as janitors achieve certification. Both co-benefits will be sustained in the long-term through continued project support.

Water & Energy Savings: These co-benefits will be realized immediately through project training implementation. They will be sustained in the long-term through the implementation of energy and water conservation and green cleaning practices by workers in their workplaces, homes, and communities.

Occupational Safety & Health Improvement: These co-benefits will be realized immediately. BSP will continue to prioritize occupational health & safety, which is an integral part of sustainability efforts as well as the organization's mission to improve the quality of life of low-wage workers.

### Award Request Justification

*Only respond to question below if your requested award amount exceeds \$1 million.*

**26. Provide detailed explanation justifying your funding request. Include relevant information justifying any high costs allocated in your Budget Narrative and Budget Narrative, including high staff salaries, travel, support services, contractor expenses, etc.**

**ATTACHMENT A-2  
(Standard Agreement)  
Project Matrix**



**H RTP CCI: Low Carbon Economy Workforce  
Form 2: Matrix**

Fiscal Agent: Building Skills Partnership  
Project Name: Good, Safe, and Healthy Jobs

<b>Project Goals and Performance Measures</b>	
<b>What will the project do?</b> List project outcomes, outputs, and deliverables (qualitative and/or quantitative)	<b>How will this be measured?</b> Describe how you will know if the project is successful (qualitative and/or quantitative)
Address Career & Economic Mobility for Janitors through Labor-Management: (1) Expand Labor-Management Committees (LMCs) and (2) Develop Career Pathways	(1) Convene statewide LMC 1-2 times per year, convene LA LMC 3 times per year, convene 3 LMCs in OC/SV respectively; Develop 2 new LMCs in either East Bay, Sacramento, or San Diego; Integrate LMC into 1 new Collective Bargaining Agreement (CBA) (2) Hold 2-3 focus groups with LMC; Produce Industry Career Framework document.
Engage Commercial Building Owners/Property Management through Labor-Management to define Industry Standards and Impact Measures for a High-skilled Janitorial Workforce in Green Buildings: (3) Engage Building Owners/Property Managers, (4) Generate Impact Evaluation Framework	(3) Engage 2-3 building owners/property managers from each region through focus group, survey, conversation on industry needs; Produce set of recommendations for training opportunities in context of upskills/career pathways in green and health buildings (4) Produce initial draft of outcomes, metrics, and data collection plan to evaluate impact of workforce development programs to green building performance
Upskill Property Service Workers in Green & Healthy Building Movement: (5) Develop Green Janitor Education Program (GJEP) 2.0/Recertification and New Certification, (6) Implement New Distance Learning Models for Industry Recognized Training, (7) Elevate Worker Voice	(5) Hold 4 focus groups through LMC to research and identify low-carbon, health & safety workforce needs; Develop GJEP 2.0 green, safe, and healthy building modules; Develop distance learning model for GJEP 2.0; Pilot GJEP 2.0 directly serving 150 workers in year 1; Expand GJEP 2.0 to train 600 workers (6) Implement 3 training delivery models (In-classroom, Hybrid/Synchronous, and

**ATTACHMENT A-2  
(Standard Agreement)  
Project Matrix**

	Asynchronous); Hire E-learning and Digital Equity Coordinator, impact 400 workers in existing industry recognized program (GJEP 1.0, Floor Care Technician, and Hybrid GJEP) (7) Engage at least 20 janitors to participate in leadership opportunities; Train 12 workers to become GJEP peer-to-peer certified trainers
<b>Participant Service Delivery Goals</b>	
Include quantitative and/or qualitative goals	
<b>Approaches to Skill Delivery</b>	
<input type="checkbox"/> Pre-Apprenticeship and/or apprenticeship <input checked="" type="checkbox"/> Career pathways <input checked="" type="checkbox"/> Credentialing <input checked="" type="checkbox"/> English language learning <input type="checkbox"/> Other:	
<b>Participants directly served/impacted</b> Participant numbers/outcomes that the <i>project</i> will accomplish directly	600
<b>Participants indirectly served/impacted</b> Participant numbers/outcomes that can be attributed to high road training partnership's <i>project</i> , but <u>not</u> a direct output of the funding	400
<b>Outcome Goals</b> Placement, credential attainment, wage increase, etc.	<b>Measures</b> Participants, % increase, etc.
Training Certification by GJEP 2.0	600 workers will receive recertification
Industry-driven Training/Career Pathways	400 workers will be impacted through Floor Care, Hybrid GJEP, & other industry-driven training, not directly served with grant funds
Worker Leadership	20 janitors participate in leadership opportunities; 12 workers become GJEP peer-to-peer certified trainers
<b>Service Delivery Area</b>	
<b>Which service delivery area(s) will your project serve?</b>	
Provide city and county information.	
BSP's service delivery areas are aligned with the 5 collective bargaining agreements (CBA) between SEIU-USWW and signatory janitorial employers across the state, spanning 5 markets including (1) Bay Area, (2) Sacramento, (3) Los Angeles, (4) Orange County, and (5) San Diego. These 5 CBAs cover the following counties, serving workers from multiple cities within those	

**ATTACHMENT A-2  
(Standard Agreement)  
Project Matrix**

counties: Santa Clara County, San Mateo County, Alameda County, Contra Costa County, Sacramento County, Solano County; Los Angeles County, Orange County, San Diego County.

**ATTACHMENT A-3  
(Standard Agreement)  
Participant Plan**

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	
	1/1/21- 3/31/21	4/1/21- 6/30/21	7/1/21- 9/30/21	10/1/21- 12/31/21	1/1/22- 3/31/22	4/1/22- 6/30/22	7/1/22- 8/31/22	9/1/22- 12/31/22	<b>TOTALS</b>

Participants to be Served									
<b>Individuals Enrolled</b>	0	30	90	180	270	450	540	600	600
<b>Training</b>									
Enrolled in Training	0	30	90	180	270	450	540	600	600
Completed Training	0	30	90	180	270	450	540	600	600
Attained Industry-Identified Certificate or Credential	0	30	90	180	270	450	540	600	600
<b>Placement</b>									
Postsecondary Education									
State-Approved Apprenticeship									
Career Advancement - Promotion in Employment (Incumbent Workers)	x								
<b>Employment (New Employees)</b>									
Industry/Sector Employment									
Non-Industry/Sector Employment (Other)									



<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

**Facilitating GHG Emission Reductions**  
Refer to the "Facilitating GHG Emission Reductions" and the "Climate Change Terminology" sections of the RFA for guidance, examples, and resources on how to complete this form.

**Which Climate Change Scoping Plan sector will the project serve?**  
Select all that apply, but at least one must be selected.

- Energy
- Transportation
- Industrial
- Waste
- Water
- Natural and Working Lands/Agriculture

**Describe the industry and occupation(s) that the partnership will serve and the association, relevance, or significance to the Climate Change Scoping Plan sector(s) selected.**

In California, greenhouse gas (GHG) emissions from buildings are second only to transportation, when accounting for energy and water use and wastewater treatment. Green buildings have adopted cross-sector strategies to reduce GHG emissions. Specifically, green buildings are designed, constructed, operated, and maintained to maximize energy efficiency, conserve water, reduce waste, and provide good indoor environmental quality. California has been a leader in efforts to improve the performance of buildings through new construction as well as building renovation and equipment replacement. However, construction and the installation of advanced "green" technology is not sufficient in itself to achieve the state's energy and environmental performance objectives for commercial buildings. Instead, green technology must be properly operated and maintained by a trained workforce to fully reap the benefits of those expensive capital investments.

**How will the project and partnership's work positively impact the Climate Change Scoping Plan sector(s) selected?**

Through this project, BSP will leverage its high road training partnership model to further the role of O&M and a trained janitorial workforce in supporting green commercial buildings to reduce GHG emissions. By working with labor-management partners to identify low-carbon workforce needs in the development of the Green Janitors Education Program 2.0, workers will learn key occupational skills such as principles around green cleaning, energy efficiency, recycling & waste diversion, and water efficiency to maximize GHG reductions in commercial buildings within these sectors.

**How will the project and training partnership's work help to improve climate change mitigation, climate adaptation, and/or climate resilience in California?**

Through its labor-management partnership, BSP will build upon the success of GJEP 1.0 to develop and up-skill janitors across the state in critical skills to support green commercial buildings improve their environmental performance goals. A high-skilled, green certified janitorial workforce can play a critical role in climate change mitigation by addressing water, waste, and energy inefficiencies in the buildings as well as in their own homes and communities. Furthermore, BSP's worker-centered approach will build climate resilience for janitors who come from disadvantaged communities that often bear the brunt of the effects of climate change yet lack significant investment in educating these communities to adapt and mitigate these impacts.

**How will project facilitate greenhouse gas emission reductions?**  
Outputs should address issues of time throughout, in terms of project's immediate or eventual impact on climate change as well as duration of impact (short-term or long-term).

<b>What will project do? Describe project's intended outcomes. Identify whether these are immediate or eventual.</b>	<b>How will this be measured? Identify the metrics used to determine success.</b>
A high skilled janitorial workforce trained in green practices within commercial buildings to help reduce GHG emmissions	600 Workers Green Certified through USGBC
Successful labor-management research effort in identifying low-carbon workforce needs for GJEP 2.0 development	Development of 4-6 new green modules, aligning with identified low-carbon industry workforce needs
Succesfully engage labor-management and building owners/property managers to develop evaluation framework to measure impact of training on green building performance goals	Generate evaluation framework including outcomes, metrics, and data collection plan linking training to green building performance goals.

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

<p><b>Benefitting Priority Populations</b></p> <p>Refer to the "Benefitting Priority Populations" section of the RFA for guidance, examples, and CARB resources on how to complete this form.</p>
<p><b>Percentage (%) of expenditures that benefit priority populations:</b></p> <p>100%</p>
<p><b>Provide explanation and breakdown of expenditures directly benefitting priority populations and how the percentage above was determined.</b></p> <p>As outlined in the proposal and budget request, 100% will go towards direct cost for programming and training. The intent of this proposal is to respond to the growing need within the industry for a highly skilled workforce in maintaining green buildings. Traditionally immigrant workers have been excluded from the opportunity to up-skill and enter a green movement. Subsequently, many workers are left behind for the shift happening within the commercial real estate industry moving towards green buildings. This project solely focuses on providing career pathways and training, while also engaging industry partners to create an inclusive green industry. BSP determined the percentage based on the total amount for direct services versus administrative costs. For this project, BSP is intentionally directing all funds for direct services.</p>
<p><b>Identify the Priority Populations and Geographical area(s) your project will serve.</b></p> <p>Refer to the interactive map to determine this information. This is found in the "Benefitting Priority Populations" section of the RFA.</p> <p>This project targets janitors across California who primarily live in SB 535 disadvantaged communities (DAC's) as well as AB 1550 low-income communities (LICs) as defined for California Climate Investments. According to both SEIU-USWW member data and BSP participant data, a significant majority of this project's target participants live in DACs. These areas include East San Jose along the 101 and 280 freeways and East Palo Alto, North Fair Oaks, and Redwood City. In the East Bay, a high concentration of janitors live along highway 101 from San Leandro to Fruitvale, Richmond, and along highway 4 from Bay Point to Antioch. In Sacramento, janitors live in Rancho Cordova, Natomas, North Sacramento, West Sacramento, and South Sacramento. In Los Angeles, the highest concentration of janitors live in Hawthorne, Inglewood, Westmont, Florence, Huntington Park, South Los Angeles, and Compton. Similarly, in Orange County and San Diego, janitors live in Santa Ana, City Heights, Logan Heights, Barrio Logan Mountain View, Lincoln Park, Skyline, Mount Hope, and Oak Park.</p>
<p><b>Select all that apply for the priority population(s) and geographical area(s) identified above.</b></p> <p>Note at least one must be selected.</p>

- Project targets jobs or job training to residents of, a disadvantaged community census tract
- Project targets job training to residents of, a low-income community census tract
- Project targets jobs or job training to residents of, a low-income community census tract that is outside of a disadvantaged community, but within 1/2 mile of a disadvantaged community
- Project targets jobs or job training to residents of low-income households

**Identify targeted hiring and/or career advancement strategy:**

Through this project, BSP will leverage its innovative labor-management partnership to provide industry-driven, worker-centered programming to low-wage and low-income janitors from disadvantaged communities. Specifically, BSP will further develop current job training opportunities and pilot alternative distance learning delivery models to provide industry-recognized credentials to workers. This skills development approach will support job retention and improve job quality while meeting industry needs around sustainability and health.

**Specify what community and/or household need(s) is being addressed by your project. Explain why the identified need(s) were prioritized.**

Through this project, BSP will be increasing job readiness and career opportunities for low-wage immigrant workers from disadvantaged communities. Furthermore, by defining the skills, standards, and training requirement for building service workers, this model of convening labor-management can transform low-skill, low-paying jobs into good jobs that contribute to an equitable, high-efficiency, and high-performance economy of the future. These needs have been identified through years of experience working with labor, employers, workers, and community-based organizations to develop effective industry-driven, worker-centered programming. More recently, BSP's development of the Green Janitor Education Program marked a successful program development in partnership with industry leaders and workers themselves. Through the implementation of the program over the last 6 years, workers have identified the positive impact of the program on their work and in their lives. This worker engagement strategy has been integrated into BSP's model in the recent creation of additional industry-driven programs such as the Floor Care Technician and Infectious Disease Certification. As BSP embarks on identifying and developing a new iteration of the Green Janitor Education Program, worker participation will be required in the process to help build an effective, worker-centered workforce development program.

**When identifying and addressing the above identified community or household need(s) which, approach did/will the partnership use?**

**Recommended Approaches:**

- Host community meetings, workshops, outreach efforts, or public meetings as part of the planning process to engage local residents and community groups for input on community or household needs, and document how the received input was considered in the design and/or selection of projects to address those needs.
- Receive documentation of support from local community-based organizations and/or residents (e.g., letters, emails) identifying a need that the project addresses and demonstrating that the project has broad community support

**Alternative Approaches:**

- Where direct engagement is infeasible, look at the individual factors in the latest version of CalEnviroScreen that are most impacting an identified disadvantaged or low-income community (i.e., factors that score above the 75th percentile), and confirm that the project will reduce the impacts of at least one of those factors
- Where direct engagement is infeasible, refer to the list of common needs for priority populations in CARB's Funding Guidelines Table 5 and confirm that the project addresses at least one listed need

**Identify one direct, meaningful and assured benefit that your proposed project provides to the priority population(s) being targetted.**

Select all that apply, but at least one must be selected.

- Project provides high-quality (e.g., local living wages, health insurance, paid leave) jobs to priority populations.
- Project provides job training to priority populations that is part of a program with an established placement record.
- Project provides job training to priority populations that includes capacity building that leads to industry-recognized credentials (e.g., certifications, certificates, degrees, licenses, other documentation of competency and qualifications).s that includes capacity building that leads to industry-recognized credentials (e.g., certifications, certificates, degrees, licenses, other documentation of competency and qualifications).lacement record.

**Provide details on why the above benefit(s) were prioritized:**

Commercial janitors clean the buildings of the wealthiest companies across the state, but due to low-wages, lack of professional development opportunities, and systemic barriers, janitors struggle to make ends meet. BSP facilitates collaboration between employers, labor and workers to provide effective worksite training (on paid time) to help workers overcome barriers to traditional forms of adult education and workforce development training. Furthermore, to meet the needs of a service population that has little formal education and low-levels of digital literacy, BSP implements a learner-centered and culturally competent service approach. For example, BSP's Green Janitor Education Program provides an innovative worksite based program that trains janitors to improve energy and water efficiency and to reduce solid waste. Through GJEP, workers increase their credentials and career advancement opportunities, as well their knowledge, confidence, and leadership skills. Through this project, BSP will continue to scale and refine its Green Janitor Education Program into a new certification through its labor-management committee (LMC), opening potential career pathways, and connecting them to potential apprenticeships in adjacent industries. BSP's labor-management framework and its longstanding partnerships are key in pushing the industry forward to define career pathways for a low-wage industry that has historically offered little mobility for workers.

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

<b>Grant Workplan (Activities &amp; Outcomes)</b>	<b>Planned Cumulative Expenditures (Awarded Funds Only)</b>
<b>Quarter 1: January 1, 2021 - March 31, 2021</b>	
Convene Labor- Management Committee (LMC) to identify low-carbon, health & safety workforce needs. Through partner engagement, identify green building training needs. Hire E-learning & Digital Equity Coordinator. Explore which additional employers are committed to piloting GJEP 2.0. Assess modifications to the program design, modify curriculum to meet new demands within the industry. Begin to engage building owners/property managers.	\$117,391.75
<b>Quarter 2: April 1, 2021 - June 30, 2021</b>	
During this quarter, BSP will have developed an implementation model for training for a post-Covid 19 environment. Begin implantation of pilot GJEP 2.0. Continue conversations through the labor management committee about career pathway framework. Explore e-platforms for delivering GJEP 2.0 enhanced curriculum, and tailor curriculum for online instructions. Begin training peer-to-peer instructors. Work towards promoting LMC in CBAs.	\$234,783.50
<b>Quarter 3: July 1, 2021 - September 30, 2021</b>	
BSP will continue to meet with labor-management partners to identify buildings/workers to conduct training towards the 600 workers receiving recertification. Begin instruction procurement and solicitation of contractors for instruction. Begin conversations about creating regional LMCs in the East Bay, Sacramento, and San Diego. Collaborate with employers to understand the changing industry and labor market as a result of Covid-19.	\$352,175.25
<b>Quarter 4: October 1, 2021 - December 31, 2021</b>	
BSP meet with labor-management partners to scale GJEP 2.0 and reach new buildings/workers to conduct training towards the 600 workers receiving recertification. Bring on-board instructor cohort to support scaling up of GJEP 2.0. Implement first regional LMC meetings in the East Bay, Sacramento, and San Diego. Identify framework for measuring impact of training on green building performance.	\$469,567.00
<b>Quarter 5: January 1, 2022 - March 31, 2022</b>	

**ATTACHMENT A-6  
(Standard Agreement)  
Workplan**

<b>Grant Workplan (Activities &amp; Outcomes)</b>	<b>Planned Cumulative Expenditures (Awarded Funds Only)</b>
<p>BSP will continue to meeting with labor-management partners to identify buildings/workers to conduct training towards the 600 workers receiving recertification. Begin instruction procurement and solicitation of contractors for instruction. Begin conversations about creating regional LMCs in the East Bay, Sacramento. and San Diego. Collaborate with employers to understand the changing industry and labor market as a result of Covid-19.</p>	\$586,958.75
<b>Quarter 6: April 1, 2022 - June 30, 2022</b>	
<p>Continue with scale up and recertification of workers. By Q6, BSP will have certified 300 workers. BSP will assess performance over the prior quarters and adjust to meet objectives of grant. BSP will work with Data and Evaluation Specialist to report to labor-management partners impact of HRTP. Continue with regional LMCs in the East Bay, Sacramento, and San Diego. Use industry landscape analysis from Q5 to address changing needs for trainings.</p>	\$704,350.50
<b>Quarter 7: July 1, 2022 - September 30, 2022</b>	
<p>BSP will continue to meeting with labor-management partners to identify buildings/workers to conduct training towards the 600 workers receiving recertification. As the project concludes, begin to develop a strong marketing campaign to highlight the impact of HRTP. Highlight the value of regional LMCs. Identify how to further engage building owners/property managers in the sustainability of HRTP and GJEP.</p>	\$831,742.25
<b>Quarter 8: October 1, 2022 - December 31, 2022</b>	
<p>By quarter 8, BSP anticipates having trained and certified 600 workers in GJEP 2.0. Fully experience in the delivery of multiple training methods. Establishment of LMCs in the East Bay, Sacramento, and San Diego. Deeper engagement with building owners/property managers to elevate and insert the voice of workers in green building practices.</p>	\$939,134.00
<b>Total</b>	<b>\$ 939,134.00</b>

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

<b>Organization</b> <i>(List entities on your team)</i>	<b>Individuals with Expertise</b> <i>(Provide Name and Title)</i>	<b>Roles</b> <i>(Role within the Partnership)</i>	<b>Responsibilities</b> <i>(Specific tasks/duties expected to complete as a function of the role)</i>	<b>Match/ Leverage Amount</b> <i>(In-kind and/or Cash)</i>
<b>Required Partners</b>				
<b>Employers</b>				
American Building Maintenance (ABM)	Jim Alteiri, Vice President of Operations	Employer representative in LMC	Access to work-sites and employees to deliver training, help form consensus on industry standards, participate in LMC, and identify industry needs.	
DMS Facility Services	Loren Dotts, VP & General Manager	Employer representative in LMC	Access to work-sites and employees to deliver training, help form consensus on industry standards, participate in LMC, and identify industry needs.	
Able Services	Sam Shappiro	Employer representative in LMC	Access to work-sites and employees to deliver training, help form consensus on industry standards, participate in LMC, and identify industry needs.	
<b>Worker Representatives</b>				



**ATTACHMENT A-7  
(Standard Agreement)  
Partner Roles and Responsibilities**

SEIU-USWW	David Huerta	Labor Partner	Labor leaders with influence over collective bargaining agreement impacting career pathways. Providing in-kind support of training space + additional supportive services.	[REDACTED]
SEIU-USWW	Denise Solis	Labor Partner	Labor leaders with influence over collective bargaining agreement impacting career pathways. Providing in-kind support of training space + additional supportive services.	
SEIU-USWW	Andrew Gross-Gaitan	Labor Partner	Labor leaders with influence over collective bargaining agreement impacting career pathways. Providing in-kind support of training space + additional supportive services.	
<b>Other Partners</b>				
<b>Environmental and Environmental Justice Organizations</b>				
United States Green Building Council (USGBC)	Ben Stapleton, Executive Director	Sustainability Field Expert and 3rd party-certifier for green training.	Industry leader with influence over industry standards for sustainability and building owners. USGBC proctor, accredit and distribute certification.	
<b>Non-Profit and Community Based Organizations</b>				
Building Skills Partnership (BSP)	Luis Sandoval, Interim Executive Director	Convener	Applicant of Grant with Fiduciary Responsibility for Project: Convener, Expansion + Delivery of Training, and Coordinator of H RTP.	\$517,487.35

**ATTACHMENT A-7  
(Standard Agreement)  
Partner Roles and Responsibilities**

<b>Community Colleges and Adult Education Schools</b>				
<b>Local Workforce Development Boards</b>				
<b>Other</b>				
Building Owners Management Association (BOMA-GLA)	Michele Ware, President	Building Owner Representative	Leverage influence and support from Building Owner/ Property Manager community to identify and establish industry standards, training opportunities, and career pathways	
				\$592,487.35

**EXHIBIT B  
(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**A. Invoicing and Payment**

1. For services satisfactorily rendered and upon receipt and approval of the invoices, CWDB agrees to compensate the Contractor in accordance with Attachments B-1, Budget Summary and B-2, Budget Narrative. The total amount of this Agreement shall not exceed Nine Hundred Thirty-Nine Thousand One Hundred Thirty-Four Dollars and No Cents (\$939,134.00).
2. Invoices shall include the **CWDB Contract Number M63162-7120** and shall be submitted monthly in triplicate, in arrears to:

California Workforce Investment Board  
800 Capitol Mall, Suite 1022, MIC 45  
Sacramento, CA 95814  
Attn: Mayra Fernandez

3. The Grantee is responsible for ensuring that invoices submitted to the EDD claim actual expenditures for eligible project costs under Attachments B-1 and B-2. Grantee shall, upon demand, remit to the EDD any grant funds not expended for eligible project costs or an amount equal to any grant funds expended by the Grantee in violation of the terms, provisions, conditions, or commitments of this Grant Agreement.

**B. Withholding of Grant Disbursements**

1. The CWDB and EDD may withhold all or any portion of the grant funds provided for by this Grant Agreement in the event that that the Grantee has materially and substantially breached the terms and conditions of this Grant Agreement, including submission of required reports and data.
2. The CWDB and EDD will not reimburse Grantee for costs identified as ineligible for grant funding. If grant funds have been provided for costs subsequently discovered to be ineligible, the CWDB and EDD may either withhold an equal amount from subsequent payments to the Grantee or require repayment of an equal amount to the state by the Grantee.
3. In the event that grant funds are withheld from the Grantee, the CWDB's Executive Director or designee shall notify the Grantee of the reasons for withholding and advise the Grantee of the time within which the Grantee may remedy the situation leading to the withholding.

**C. Budget Contingency Clause**

It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional and legislative appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the Agreement were executed after that determination was made.

This Agreement is valid and enforceable only if (1) sufficient funds are made available by the State Budget Act of the appropriate State Fiscal Year(s) covered by this Agreement for the purposes of this program; and (2) sufficient funds are made available to the State by the United States Government or by the State of California for the Fiscal Year(s) covered by this Agreement for the purposes of this program. In addition, this Agreement is subject to any additional restrictions, limitations or conditions established by the United States Government and/or the State of California, or any statute enacted by the Congress and Legislature, which may affect the provisions, terms or funding of the Agreement in any manner.

The parties mutually agree that if the Congress and/or Legislature does not appropriate sufficient funds for the program, this agreement shall be amended to reflect any reduction in funds.

The CWDB has the option to terminate the agreement under the 30-day termination clause or to amend the Agreement to reflect any reduction of funds.

**D. California Prompt Payment Clause**

Payment will be made in accordance with, and within the time specified in, Government Code § 927, et seq.

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

Budget Line Item	Admin*	In-House	Contracted	Grant Request Total	Leveraged/Match Amount	Total Funds	Source of Leverage/Match Fund	Type of Leverage/Match Fund
1 Staff Salaries and Fringe Benefits								
2 Staff Travel								
<b>3 Operating Expenses</b>								
Facilities Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$74,880.00	\$74,880.00	SEIU-USWW	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
Office Supplies	\$0.00	\$9,026.85	\$0.00	\$9,026.85	\$8,000.00	\$17,026.85	BSP General Funds	<input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
Communications	\$0.00	\$8,000.00	\$0.00	\$8,000.00	\$46,800.00	\$54,800.00	SEIU-USWW, BSP General Funds	<input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$82,700.00	\$82,700.00	SEIU-USWW, BSP General Funds	<input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
<b>4 Equipment Purchases &amp; Furniture</b>								
Purchases	\$0.00	\$16,200.00	\$0.00	\$16,200.00	\$10,000.00	\$26,200.00	BSP General Funds	<input checked="" type="checkbox"/> Cash <input type="checkbox"/> In-Kind
Leases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
5 Instructional Materials and Supplies	\$0.00	\$36,000.00	\$0.00	\$36,000.00	\$10,000.00	\$46,000.00	BSP General Funds	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
6 Tuition Payments/Vouchers	\$0.00	\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
7 Training Costs	\$0.00	\$70,000.00	\$0.00	\$70,000.00	\$30,000.00	\$100,000.00	BSP General Funds	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
8 Work Experience Wages - WEX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
9 Supportive Services	\$0.00	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00	Foundation Support	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
10 Indirect Costs*	\$0.00			\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
11 Other Program Services	\$0.00	\$0.00	\$0.00	\$0.00	\$33,000.00	\$33,000.00	BSP General Funds	<input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
<b>Budget Total</b>	<b>\$0.00</b>	<b>\$939,134.00</b>	<b>\$0.00</b>	<b>\$939,134.00</b>	<b>\$592,487.35</b>	<b>\$1,531,621.35</b>		

	Total Cost	Percentage
Admin & Indirect Costs Total*	\$0.00	0%
Program Total	\$939,134.00	100%
Grant Budget Total	\$939,134.00	100%

<b>Fiscal Agent:</b>	Building Skills Partnership			
<b>Project Name:</b>	Green, Safe, and Healthy Jobs			
<b>1. Staff Salaries and Benefits</b>				
Job Titles of Staff; Roles and Responsibilities	Salaries (FTE x Monthly Salary x Months)	Benefit %	Total Benefits (Salaries x Benefit %)	Total Salaries (Salaries + Benefits)
Executive Director (Luis Sandoval): Leads conversations with labor-managements on career pathways.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Chief Operations Officer (Laura Medina): Coordinates engagement with industry, clients and labor statewide.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Northern CA Program and Policy Director (Sylvia Romo): Coordinates training delivery across Northern CA.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Workforce Development Coordinator (Mariel Estrada): Responsible for day-to-day implementation of all trianing and coordination in Northern CA.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Workforce Development Coordinator (Jocelyn Jimenez): Responsible for day-to-day implementation of all trianing and coordination in Southern CA.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
E-learning and Digital Equity Coordinator (proposed/open)	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Data and Evaluation Specalist: Provides support for data intake and evaluation for performance measures.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
<b>Subtotal</b>				[REDACTED]
Budget Line Item	Narrative Details			Budget Amount
<b>2. Staff Travel</b>	Reimbursement for allowable costs under GSA for transportation for expenses when performing official travel. This includes mileage reimbursement, meals and lodging, and			[REDACTED]
<b>3. Operating Expenses</b>				
<b>Facilities Rent</b>				\$0.00
<b>Office Supplies</b>	Pencils, pens, paper, etc.			\$9,026.85
<b>Communications</b>	Online communications/marketing program			\$8,000.00
<b>Other</b>				\$0.00
<b>4. Equipment Purchases &amp; Furniture</b>				
<b>Purchases</b>	36 Samsung Galaxy tablets @\$450.00 each for studnets to participate in Green Janitor			\$16,200.00
<b>Leases</b>				\$0.00
<b>5. Instructional Materials and Supplies</b>	USGBC Exam and Certification for Green Janitor Education Program 2.0 @\$60.00 per			\$36,000.00
<b>6. Tuition Payments/Vouchers</b>	At completion of Green Janitor Education Program 2.0, 600 participants will receive a stipend of \$125.00. This stipend is for completion of training and participation in classroom instruction.			\$75,000.00
<b>7. Training Costs</b>	Instructional costs for training. This includes Instructors and Peer to Peer Instructors for Green Janitor Education Program 2.0. Instructional costs is \$45 per hour, and \$22 for prep time. Allocating a total of 1,200 instructional hours @ \$45, and 727.5 hour of prep time @			\$70,000.00
<b>8. Work Experience Wages - WEX</b>				\$0.00
<b>9. Supportive Services</b>				\$0.00
<b>10. Indirect Costs</b>				\$0.00
<b>11. Other Program Services</b>				\$0.00
<b>Total Budget Amount of Awarded Fund:</b>				<b>\$939,134.00</b>

<b>Fiscal Agent:</b>	Building Skills Parntership			
<b>Project Name:</b>	Green, Safe, and Healthy Jobs			
Name of Contractor	Organization Type	Services Provided	Participants Served (If applicable)	Funds Allocated
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			<b>Total</b>	<b>\$0.00</b>

**EXHIBIT D**  
**(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

1. Subcontractors or Subgrantees

Nothing contained in this Agreement or otherwise, shall create any contractual relationship between the State and any subcontractors or subgrantees, and no subcontract or subgrant shall relieve the Contractor of his responsibilities and obligations hereunder. The Contractor agrees to be as fully responsible to the State for the acts and omissions of its subcontractors or subgrantees and of persons either directly or indirectly employed by the Contractor. The Contractor's obligation to pay its subcontractors or subgrantees is an independent obligation from the State's obligation to make payments to the Contractor. As a result, the State shall have no obligation to pay or to enforce the payment of any monies to any subcontractor or subgrantee.

2. Consultant–Staff Expenses

The Contractor represents that it has or shall secure at its own expense, all staff required to perform the services described in this Agreement. Such personnel shall not be employees of or have contractual relationship with any governmental entity.

3. Public Contract Code (Consultant Services)

The Contractor is advised that he/she has certain duties, obligations, and rights under the Public Contract Code §§ 10335 – 10381 and 10410 - 10412, with which the Contractor should be familiar. These Public Contract Code sections can be viewed at:

[https://leginfo.legislature.ca.gov/faces/codes\\_displayText.xhtml?lawCode=PCC&division=2.&title=&part=2.&chapter=2.&article=4](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=PCC&division=2.&title=&part=2.&chapter=2.&article=4).

[https://leginfo.legislature.ca.gov/faces/codes\\_displayText.xhtml?lawCode=PCC&division=2.&title=&part=2.&chapter=2.&article=8](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=PCC&division=2.&title=&part=2.&chapter=2.&article=8).

4. Contractor Evaluation

Within sixty (60) days after the completion of this Agreement, the Contract Manager shall complete a written evaluation of Contractor's performance under this Agreement. If Contractor did not satisfactorily perform the work, a copy of the evaluation will be sent to the State Department of General Services, Office of Legal Services, and to Contractor within 15 working days of the completion of the evaluation. (PCC 10369)

5. Contractor agrees to provide an education and training assessment for each individual of the supervised population who participates in this project pursuant to Penal Code Section 1234.3(c). The assessment may be undertaken by the contractor or by another entity. A prior assessment of an individual may be used if, in the determination of the CWIB, its results are accurate.

6. Termination Clause

This Agreement may be terminated by CWDB by giving written notice 30 days prior to the effective date of such termination.



**EXHIBIT D**  
**(Standard Agreement)**

7. Advance Work

Should the Contractor begin work before receiving a copy of the approved Agreement, any work performed before approval shall be considered as having been done at the Contractor's own risk and as a volunteer.

8. Force Majeure

Neither party shall be liable to the other for any delay in or failure of performance, nor shall any such delay in or failure of performance constitute default, if such delay or failure is caused by "Force Majeure." As used in this section, "Force Majeure" is defined as follows: Acts of war and acts of God such as earthquakes, floods and other natural disasters such that performance is impossible.

9. Change in Contractor Staff

Should a Contractor's team member(s) become unavailable prior to a start date agreed upon with CWDB, the Contractor will propose an equally well-qualified replacement consultant after consultation with CWDB. All replacements are subject to CWDB approval. Switching staff that were identified in the Contractor's proposal with alternates immediately, or soon thereafter, after execution of this Agreement, are grounds for termination of this contract. CWDB has the right to request removal and/or replacement of Contractor resources.

10. Avoidance of Conflicts of Interest by the Contractor

- A. The Contractor agrees that all reasonable efforts will be made to ensure that no conflict of interest exists between its officers, agents, employees, consultants or members of its governing body.
- B. The Contractor shall prevent its officers, agents, employees, consultants or members of its governing body from using their positions for purposes that are, or give the appearance of being, motivated by a desire for private gain for themselves or others such as those with whom they have family, business or other ties.
- C. In the event that CWDB determines that a conflict of interest situation exists, any cost associated with the conflict may constitute grounds for termination of this agreement. This provision shall not be construed to prohibit the employment of persons with whom the Contractor's officers, agents, or employees have family, business or other ties so long as the employment of such persons does not result in increased costs over those associated with the employment of any other equally qualified applicant and such persons have successfully competed for employment with other applicants on a merit basis.
- D. Certain consultants designated by the EDD's Conflict of Interest Code are required to file a Statement of Economic Interests, Form 700. The Contractor agrees that if the Director of EDD determines that a Statement of Economic Interests, Form 700, is required, the consultant shall obtain the Form 700 and filing instructions from the EDD Personnel Office.

**EXHIBIT D  
(Standard Agreement)**

11. Travel Clause

The travel and per diem shall be set in accordance with Department of Personnel Administration for comparable classes and that no travel outside the State of California shall be reimbursed unless prior written authorization is obtained from CWDB.

12. Workforce Innovation and Opportunity Act

Contractor agrees to conform to nondiscrimination provisions of the Workforce Innovation and Opportunity Act (WIOA) and other federal nondiscrimination requirements as referenced in 29 CFR, Parts 37 and 38.

13. Disputes

If the Grantee is disputes an action of the CWDB in the administration of this Grant Agreement, the Grantee may appeal to the CWDB's Executive Director or designee. Such appeals shall be filed within 30 calendar days of the notification from Grantee of such dispute. The appeal shall be in writing and 1) state the basis for the appeal, 2) state the action being requested of the Executive Director, and 3) include any documentation relating to the dispute.

The CWDB Executive Director will review the correspondence and related documentation and render a decision of the appeal within 30 calendar days, except in those cases where the Grantee withdraws or abandons the appeal. The procedural time requirement may be waived with the mutual consent of the Grantee and the Executive Director.

14. Grantee shall cooperate with CWDB with regard to the performance of this agreement.
15. Grantee shall cooperate with CWDB to provide timely responses to any requests for data and/or reports the CWDB deems necessary for the evaluation of the grant program. Such data may include individual program participant data. Grantee further understands and agrees that this data will be shared with the CWDB and any other stakeholders.
16. Grantee is responsible for the project activities identified in the original Grant Proposal submitted to the CWDB, which is attached to and made a part of this Grant Agreement. Review and approval by the CWDB is solely for the purpose of proper administration of grant funds by EDD and shall not be deemed to relieve or restrict the Grantee's responsibility.
17. Grantee shall fulfill all assurances, declarations, representations, and statements made by the Grantee in the Grant Proposal, documents, amendments, approved modifications, and communications filed in support of its request for grant funds.
18. Grantee agrees to procure all permits and licenses necessary to complete the project, pay all charges and fees, and give all notices necessary or incidental to the due and lawful proceeding of the project work.

EXHIBIT E  
(Standard Agreement)  
Contractor's Response

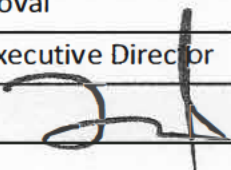
CWDB Contract No. [REDACTED]

Total of 56 pages



H RTP CCI:  
Low Carbon Economy Workforce  
Cover Page

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

<b>Project Cost</b>	
<b>Grant Request Total Amount:</b>	<b>\$939,134.00</b>
<b>Leverage/Match Total Amount:</b>	<b>\$592,487.35</b>
<b>Total Project Budget:</b>	<b>\$1,531,621.35</b>
<b>Location</b>	
<b>Address:</b>	828 W. Washington Blvd
<b>City &amp; Zip Code:</b>	Los Angeles, CA 90015
<b>County:</b>	Los Angeles
<b>DUNS Number:</b>	[REDACTED]
<b>Point of Contact</b>	
<b>Designated Contact Person:</b>	Christian Valdez
<b>Title:</b>	Development Director
<b>Email:</b>	cvaldez@buildingskills.org
<b>Telephone Number:</b>	650 520 4785
<b>Fax Number:</b>	n/a
<b>Fiscal Agent</b>	
<b>IRS Tax ID Number</b>	[REDACTED]
<b>CA Tax ID Number</b>	[REDACTED]
<b>Approval of Authorized Representative</b>	
<b>Name:</b>	Luis Sandoval
<b>Title:</b>	Interim Executive Director
<b>Signature:</b>	
<b>Date:</b>	8/30/2020
<b>Email:</b>	lsandoval@buildingskills.org

## HRTP CCI: Low Carbon Economy Workforce

### Form 1: Narrative

Fiscal Agent: Building Skills Partnership (BSP)

Project Name: Green, Safe, & Healthy Jobs

#### High Road & Project Framework

*Please read all questions and thoroughly review all corresponding exhibits before providing an answer. Doing so will allow you to provide strategic responses that are not duplicative and provide enough information to thoroughly and concisely address each prompt at hand.*

- 1. Provide a comprehensive introduction of your high road vision and sector-based strategy that prioritizes job quality, equity, career pathways and advancement, and economic and climate resilience.**

Building Skills Partnership (BSP) employs a sector-based workforce development strategy that (1) targets low-income and low-skilled workers in the commercial janitorial service industry, (2) improves workers' employment-related skills, and (3) meets the skills needs of the janitorial industry while creating lasting change in the labor market. Sectoral strategies have traditionally focused only on creating pathways (employment ladder building) to "high quality" jobs, rather than on improving "low-wage" jobs. BSP is ready to capitalize on its proven ability to advance job quality and equity by linking sector-based workforce training with economic mobility and climate resilience to improve the economic stability of immigrant workers across California. BSP sees job quality advancement as a key component to an inclusive economic recovery from COVID-19 that addresses climate, racial and income inequality.

BSP is well positioned to address the commercial real estate industry's movement towards greener and healthier workplaces, while working to open doors for janitors to access professional mobility opportunities through specialized training. Under CWDB's Low Carbon Economy Workforce Program initiative, this "Green, Safe, & Healthy Jobs" project will continue the expansion of BSP's labor-management partnership and will develop the next iteration of the successful Green Janitor Training Program (GJEP). BSP will build on the innovative and strategic work of prior HRTP funded projects to strengthen its labor-management partnership and promote quality jobs, equity, and climate resilience. Specifically, BSP will strengthen existing regional labor-management committees (LMCs) as well as expand the effective LMC model to new regions. LMCs are an integral part of a high-road training partnership as they allow labor-management partners to build trust and approach worker-industry needs through a win-win lens. BSP's HRTP success demonstrates a proven need within the industry for labor, employers, property management companies, and building owners to collaboratively address the operations and maintenance (O&M) of large commercial buildings to meet current and future

workforce needs as well as new green standards. Furthermore, by defining the skills, standards, and training requirement for building service workers, this model of convening regional LMCs can transform low-skill, low-paying jobs into good jobs that contribute to an equitable, high-efficiency, and high-performance economy of the future. This LMC network will accelerate the process of addressing the changing needs within the industry in a post-COVID recovery.

BSP was founded with the vision of creating an equitable playing field for California's working families to achieve their career and educational goals. Originally established as a contract victory resulting from California's "Justice for Janitors" campaign, the Leadership Training & Education Fund (LTEF) was created in 2007 through collective bargaining agreements between SEIU-USWW and janitorial employers under the provisions of the Taft-Hartley Act. BSP was founded to expand services to immigrant workers through a holistic approach that incorporates workforce development with immigrant integration efforts. Through its labor-management partnership model, BSP has been able to re-define the janitorial profession (which is often perceived as stagnant) by raising the industry floor and by creating career pathways to further economic stability and upward mobility.

BSP represents a unique partnership between over 75 building service companies, 40 building owners, and SEIU-USWW to train close to 5,000 low-wage janitors a year. Although stakeholders often have distinct and conflicting perspectives, these partners have come to agree that investing in the skills of workers is an all-around win-win initiative. Through its innovative partnership strategy, BSP serves as a model for delivering workforce development training to help low-wage and low-skilled immigrant workers retain employment and prepare for 21st century jobs.

BSP has also been an innovator in terms of putting immigrant janitors at the center of the conversation about climate resilience and mitigation within the industry. Developed in collaboration with its labor-management partners, the Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA), and the U.S. Green Building Council (USGBC), BSP's Green Janitor Education Program (GJEP) has certified over 1,100 janitors across the state. In 2016, BSP was able to achieve written language in the collective bargaining agreement for Los Angeles-Orange County to develop the first Labor-Management Committee (LMC) to bring together employers, labor representatives and workers to identify industry needs and develop industry-driven, worker-centered programs around sustainability. This model has proved effective in convening key industry partners, despite the often contentious labor-management relationship, to collaborate on workforce training. Through previous H RTP projects, BSP expanded the LMC model to other regions across the state. The successful LMC approach is a mechanism for building industry resilience through research, communication, and analysis of industry needs and best practices to implement innovative workforce development training in a rapidly changing sector.

As the state addresses COVID-19, economic inclusivity, racial equity, and climate change through quality job creation, BSP will continue to implement a high road and sector-based strategy through industry-driven and worker-centered programming. BSP will capitalize on the success of GJEP 1.0 by placing workforce development at the forefront of the green economy and COVID-19 recovery efforts. Through this project, BSP will develop a broader GJEP 2.0 to

address current and upcoming demand for new green, safe, and healthy buildings. BSP will leverage its labor-management partnership to identify industry needs, skills gaps, and latest O&M practices to build upon GJEP 1.0 and re-engage previously certified janitorial worksites through a recertification strategy. BSP's high road partnership will lead the way in supporting workers to create and maintain green, safe, and healthy buildings for California.

**Only respond to Question #2 if you were a grantee with previous H RTP WIOA funds. If you are a new applicant please skip to Question #3.**

**2. Describe the following outcomes as a result of your past/existing H RTP work:**

**a. Outcomes achieved furthering the goals of the H RTP framework and opportunities that now exist due to partnerships developed under original H RTP project.**

BSP was successful in achieving the following outcomes for its previous H RTP project: (1) increased professionalization and economic opportunity through Labor-Management Committee, (2) trained high-killed green janitors to participate in green building movement, and (3) served as a best practice national model for replication.

BSP's previous H RTP work used an innovative LMC approach to define skills, standards, training, and upward career ladder opportunities for janitors. The development of a foundational partnership structure enabled industry leaders to address sustainability issues and workforce needs through industry-driven training solutions. As the industry shifted O&M practices to meet green standards, BSP included workers' voices in the conversation around raising the industry floor, defining industry standards, creating healthier working conditions, and strengthening employers' ability to comply with sustainability practices. This innovative approach has brought immigrant workers out of the shadows and into direct conversation with labor-management about their important role in the green economy.

H RTP also enabled BSP to develop a mechanism to convene a formal Labor Management Committee (LMC) to discuss changes in the industry, worker training, and career pathways at the regional level. The LMC facilitated trust and a shared vision amongst the various partners that provided a foundation on which the Green Janitor Education Program (GJEP) 1.0 curriculum was developed. H RTP allowed BSP to strategically engage with its industry partners to develop a standardized program for janitors, as well as to identify opportunities to train and upskill janitors for new quality jobs. Additionally, the successful implementation of the GJEP pilot led to an industry wide effort to scale the program across California. To date, BSP has certified 1,161 janitors (669 through H RTP) across the state at key sites including Google, Facebook, Oracle, CalSTRS, Wells Fargo, Cal Edison, among others. BSP's success allowed SEIU International and other union locals to begin replicating the program in other states. BSP developed a "train the trainer" model and supported Local 1 from Chicago and Local 6 from Seattle to replicate the program in their respective markets. Similarly, BSP was invited by SEIU Local 26 to present its successful labor-management training model to employers, labor

representatives, and workers in Minneapolis, and to advocate for the creation of a similar training fund during their collective bargaining negotiations.

BSP has built on the success of H RTP 1.0 to further advance the critical role of janitors in addressing climate change through green cleaning practices, and to continue to define and improve skills, standards, training, and career ladder opportunities for janitors. BSP has worked closely with SEIU-USWW and employers in its LMCs to determine industry needs and to negotiate the terms of training programs. Janitorial industry employers and labor leaders strongly voiced a need for uniquely qualified workers to fill higher skilled floor care utility positions, which led to the recent development of BSP's Floor Care Technician program (35 workers have been trained to date). At the same time, H RTP 1.0 enabled BSP to explore professional mobility pathways for janitors. Recognizing the need to define career pathways beyond linear promotion, BSP created a working group to expand its credentialing system across commercial buildings to increase upward career mobility for janitors. This effort has been well received by BSP partners who are encouraged by CWDB's support and are motivated to support this exploratory initiative based on a prospective return on investment.

BSP's LMC model proved to be an effective mechanism for convening stakeholders and for advancing industry-driven, worker-centered, training programs. BSP leveraged the success of the LMC in Los Angeles to convene 2 LMCs in Orange County to address specific needs among employers and labor partners in the region. Furthermore, BSP successfully convened 3 Industry Advisory Committees (informal LMCs) in the Silicon Valley that mirrored the framework of the LMCs in Southern California. In response to COVID-19, BSP mobilized those LMCs to address the impact of COVID-19 on workers and the industry. BSP rapidly convened the regional LMCs over 5 statewide, virtual meetings. The ability to convene statewide partners enabled BSP to quickly address industry and workers' COVID-19 related needs. In collaboration with industry experts, BSP developed a 12-hour Infectious Disease Certification (IDC) program to respond to the impact of COVID-19 on the janitorial industry. IDC adapts cleaning and maintenance practices to the rapidly evolving health and safety measures surrounding COVID-19 mitigation to protect janitors' health as they support commercial facilities and businesses to reopen. The success of the pilot has increased trust and confidence among partners, and as a result, BSP's partnership model has been further recommended as an effective mechanism to address workforce development needs in the industry. This recent effort also highlights the importance of H RTP's support for BSP's partnership framework.

**b. What did you learn from first investment that impacts your new, proposed project?**

The most notable lesson that BSP learned from its first H RTP investment is that regional labor-management committees (LMCs) are the most effective strategy for furthering BSP's high road vision goals. With numerous statewide employer partners that have different regional market needs, the expansion of LMCs to Orange County and Silicon Valley have proved to be an effective mechanism for scaling and customizing programs to local market needs. The expansion of BSP's Floor Care Training Program in Silicon Valley and Orange County through the LMC model provided an opportunity for employer representatives, workers, and labor representatives

in those respective regions to be involved in the process of program development and implementation. Similarly, the development and implementation of the Infectious Disease Certification (IDC) program could not have been possible without existing LMCs. Within this partnership framework, stakeholders can come together and agree that raising the industry floor is a win-win. This mutually beneficial collaborative approach will provide the foundation to build new job classifications and career pathways through the collective bargaining process.

BSP will build upon the progress it made through its HRTPs and will expand partnership engagement to include property managers and building tenants to increase the impact of BSP’s programs. Engagement of these partners is important given their broad oversight of buildings/facilities and their understanding of green and healthy building initiatives across entire portfolios. Developing a shared vision among all partners is critical, and BSP will leverage its success in finding common ground between labor and management partners to broaden and strengthen its partnerships. As a partnership facilitator, BSP works to meet the industry wide needs of labor, management, and workers, to move initiatives forward, and over time, BSP has fostered trust among its partners through a win-win framework. Through its partner building strategies, BSP meets industry needs while moving janitors toward better jobs, increased wages, higher self-actualization, and an overall improved quality of life. BSP will leverage the success of its past two HRTP projects to help California on its road to recovery in its next chapter of HRTP.

**3. Summarize your project goals, activities, outputs, and outcomes and how it will expand/evolve your previous work. Response should focus on what project will do with direct funding and what will be achieved within the grant term. Response should align with your high road vision and sector-based strategy response from Question #1.**

Through this grant, BSP will continue to advance a high road training partnership that will increase upward mobility among immigrant workers and simultaneously meet the industry demand for a skilled workforce that can meet green sustainability standards in an emerging low-carbon, energy-efficient, health-oriented, and safety-focused commercial building sector. The proposed activities in the table below provide an outline of the anticipated HRTP 3.0 outcomes and performance measure.

<b>Outcome 1: Address the Career and Economic Mobility of Janitors through Labor-Management Committees (LMCs)</b>	<b>Measuring Impact</b>
<p><b>Activity 1: Expansion of Labor-Management Committees (LMCs)</b></p> <ol style="list-style-type: none"> <li>1. Strengthen statewide LMC convenings, LMCs in LA as developed under HRTP 1.0, and newly formed LMCs in OC and Silicon Valley.</li> <li>2. Expand LMCs to new regions (SD/Sacramento/East Bay).</li> </ol>	<p><b>Activity 1 Performance Measures</b></p> <ol style="list-style-type: none"> <li>1. Convene statewide LMC 1-2 times a year.</li> <li>2. Convene LA LMC 3 times per year and 3 LMCs in OC/SV respectively.</li> <li>3. Develop 2 new LMCs in East Bay, Sacramento or San Diego.</li> </ol>



<p>3. Work with LMC partners to advocate for LMC integration into 2021 Collective Bargaining Agreements under SEIU-USWW (CBA) beyond LA-OC.</p> <p><b>Activity 2: Career Pathways Development</b></p> <p>1. Work through LMC to identify and define career pathways vision and outline potential training connected to industry demand.</p>	<p>4. Integrate LMC clause into 1 new Collective Bargaining Agreement (CBA).</p> <p><b>Activity 2 Performance Measures</b></p> <p>1. Hold 2-3 focus groups with LMC.</p> <p>2. Produce an industry career framework document.</p>
<p><b>Outcome 2: Engage Commercial Building Owners/Property Management through Labor-Management to define Industry Standards and Impact Measures for a High-skilled Janitorial Workforce in Green Buildings</b></p>	<p><b>Measuring Impact</b></p>
<p><b>Activity 3: Engage Building Owners/Property Managers</b></p> <p>1. Work through LMC to engage clients in thinking through current and upcoming industry needs as well as opportunities for the increased role for O&amp;M, specifically a trained janitorial workforce, in green building performance goals &amp; initiatives.</p> <p><b>Activity 4: Impact Evaluation</b></p> <p>1. Engage LMC partners and clients in tying O&amp;M/Janitorial and BSP's workforce development programs to impact measures of lessening the environmental footprint of commercial buildings.</p>	<p><b>Activity 3 Performance Measures</b></p> <p>1. Engage 2-3 building owners/property managers from each region via a focus group/survey/ or conversation on industry needs.</p> <p>2. Produce set of recommendations for training opportunities in the context of upskilling/career pathways in new green building initiatives and COVID-19 environment.</p> <p><b>Activity 4 Performance Measures</b></p> <p>1. Produce an initial draft of outcomes and metrics as well as data collection plan to evaluate impact of workforce development programs to green building performance measures.</p>
<p><b>Outcome 3: Upskill Property Service Workers in Green &amp; Healthy Building Movement</b></p>	<p><b>Measuring Impact</b></p>
<p><b>Activity 5: Green Janitor Education Program (GJEP) 2.0/ Recertification &amp; New Certification</b></p> <p>1. Leverage opportunity to redefine janitor's key role in green and safe buildings in the context of COVID-19 recovery and green economy.</p> <p>2. Work through LMCs and clients on short-term and long-term re-skilling/up-skilling/certification needs to meet the shifting of the industry.</p> <p>3. Develop new green program iteration towards a Green Janitor Education Program (2.0). This will include new modules for maintaining green, safe, and healthy buildings.</p> <p>4. Pilot and expand GJEP 2.0 as a recertification strategy.</p> <p>a. Recertification modules under GJEP 2.0 = 4 additional hours for existing green janitors.</p> <p>b. Certification for new green janitors: 30 GJEP hours, including new modules to address new green, safe, and healthy buildings.</p>	<p><b>Activity 5 Performance Measures</b></p> <p>1. Hold 4 discussions/focus groups through LMC partners to research and identify low-carbon, health &amp; safety workforce needs</p> <p>2. Develop new green, safe, and healthy buildings modules.</p> <p>3. Implement a distance learning model for GJEP 2.0</p> <p>4. Pilot GJEP 2.0 and serve 150 workers in year 1.</p> <p>5. Expand GJEP 2.0 across six regions to recertify/certify 600 workers over the duration of the grant.</p>

**Activity 6: Industry Recognized Training, New Delivery Models**

1. Implement new models for worker training leading to industry recognized certification in post COVID-19 recovery
2. Explore and tailor curriculum for new distance learning models for existing industry recognized certifications such as but not limited to GJEP 1.0, Floor Care Technician, and Hybrid GJEP.
3. Address tech-equity for workers with limited tech infrastructure for on-ramping to training.

**Activity 7: Worker Voice**

1. Develop strategy to continue to elevate worker voice through LMCs, advisory committees, and program implementation through peer-to-peer models.
2. Integrate the voice of workers in addressing new standards within the industry for new green, safe, and healthy buildings.

**Activity 6 Performance Measures**

1. Implement 3 training delivery models:
  - a. In-classroom: under new CDC guidelines.
  - b. Hybrid/Synchronous: in-real through online platform.
  - c. Asynchronous: anytime, anywhere.
2. Hire an E-learning and Digital Equity Coordinator.
3. Train 400 workers in existing industry recognized certification such as but not limited to GJEP 1.0, Floor Care Technician, and Hybrid GJEP.

**Activity 7 Performance Measures**

1. Engage at least 20 janitors across the state through various engagement and leadership opportunities to advocate for quality jobs, equity and climate resilience.
2. Train 12 workers to become GJEP peer-to-peer certified trainers.

**Outcome 1: Address the Career and Economic Mobility of Janitors through Labor-Management**

**Activity 1: Expansion of Labor Management Committees (LMCs)** - The project will further support industry leaders in continuing to address operations and maintenance (O&M) of large commercial office buildings. Building on the success of its previous projects, the proposed H RTP 3.0 project will sustain the current expansion of LMCs in Los Angeles, Orange County and Silicon Valley, and will explore new LMC opportunities in the East Bay, Sacramento and San Diego. BSP has a record of success in convening labor, management, *and workers* to identify industry needs and to implement quality industry-driven, worker-centered workforce development solutions. BSP’s strategy is centered on identifying win-win approaches that are scalable, as demonstrated by the development of the H RTP supported Floor Care Technician program. BSP’s success serves as a catalyst for partners to continue to explore additional career opportunities (such as janitorial leads, supervisors and health porters) as well as forming LMCs in new regions

**Activity 2: Career pathways** - As the industry works to create workplaces that are green, safe, and healthy, the role of janitors must also evolve. BSP will work with LMCs to produce an industry career framework that outlines occupations, skills sets, and available training programs to meet the current and future labor demand. BSP will conduct focus groups with employers, labor partners, and workers to understand industry needs and ways for BSP to meet those needs. Where there are no available training programs within the industry, BSP will engage industry to create training opportunities. This includes exploring pre-/apprenticeships opportunities that align with the career ladder vision.

**Outcome 2: Engage Commercial Building Owners/Property Management through Labor-Management to define Industry Standards and Impact Measures for a High-skilled Janitorial Workforce in Green Buildings**

**Activity 3: Owner/Property Management Engagement** - Leveraging its labor-management partnership, BSP will further engage building owners and property managers to measure the

impact of trained janitors in reaching green performance goals. BSP currently holds partnerships with building owners and property management companies around the state. Through this project, BSP will deepen those relationships as well as broaden its network of such partners to further establish industry-wide standards. BSP understands that advanced “green” technology is not sufficient in itself to achieve California’s energy and environmental (GHG reductions) performance objectives for commercial buildings. Instead, green technologies must be properly operated and maintained by a trained workforce to realize the full benefits of those investments. BSP will engage owners/management to align green building initiatives with common sense practices and measures, and to map and develop the training necessary for a workforce to meet performance standards. BSP will work with 2-3 building owners/property managers per region and an external evaluation partner to build a preliminary evaluation framework for the impact of GJEP. BSP will work with LMCs to review the framework and identify opportunities to align with existing operations.

**Activity 4: Impact Evaluation** - Green building initiatives employ strategies to minimize overall energy consumption, water use, and waste generation, and a well-trained janitorial workforce can be one of the most effective, low-cost solutions to reach those goals. BSP partnered with USGBC to advocate for the importance of a trained janitorial workforce to maximize green building performance. However, despite initial research efforts to quantify water and energy use reductions of GJEP buildings, there is a need to further develop evaluation and impact metrics for the role of O&M in GHG reduction. Through this project, BSP will work through its labor-management partnership to develop an evaluation framework that will tie GJEP to return on investment (ROI) metrics, and these in turn will be used to further a value proposition for future industry investment.

### **Outcome 3: Upskill Property Service Workers in Green & Healthy Building Movement**

**Activity 5: Green Janitor Education Program (GJEP) 2.0** - BSP will pilot the new GJEP 2.0 modules with 150 workers in year 1, and subsequently, BSP will scale the program across all six regions to train 600 workers over the duration of the grant. BSP anticipates recertifying 600 janitors who previously received certification. BSP will capitalize on the success of GJEP by placing workforce development at the forefront of the green economy and COVID-19 recovery efforts. As we work to address climate change, COVID-19, an inclusive recovery, quality job creation, and racial equity, BSP’s high-road partnership and sector-based approach provides an effective strategy to achieve positive outcomes. As the industry responds to the need for safe and clean workplaces, sustainability workplace health and safety have become more interconnected. Through this project, BSP will further strengthen GJEP to address the current demand for new green, safe, and healthy buildings. BSP will leverage its labor-management partnership to build upon GJEP and re-engage previously certified janitorial worksites for a 4-hour recertification training that addresses new training requirements for creating green, safe, and healthy buildings. BSP will also conduct outreach to untrained janitors to provide the enhanced GJEP 2.0 certification. Through a new E-learning & Digital Equity Coordinator position, BSP will develop a distance learning infrastructure to expand access for workers statewide. BSP will leverage H RTP funds for the development of this program and initial rollout, with the goal of attaining ETP funds for broader expansion.

**Activity 6: Industry Recognized Training, New Delivery Models-** Through its labor-management partnership, BSP will continue to meet the demand for industry-driven training. Given new public health restrictions, BSP will develop and offer training through (1) traditional, in-classroom training that will follow CDC guidelines, (2) synchronous, virtual training, and (3) asynchronous learning supported by a learning management system. BSP will work with its partners to meet training needs as well as to address training delivery challenges. BSP will impact 400 workers through its suite of industry certification programs. Critical to this work, BSP will hire an E-learning & Digital Equity Coordinator to build the organization's capacity to effectively make this transition.

**Activity 7: Worker Voice** - BSP will enlist 20 workers statewide through various engagement and leadership opportunities to advocate for quality jobs, equity, and climate resilience. BSP will also train 12 certified janitors to become peer-to-peer GJEP instructors; BSP will provide stipends and on-the-job training while they serve as teaching assistants before becoming full instructors. BSP will prioritize the engagement of workers and communities who are often disenfranchised in climate/sustainability planning conversations. Additionally, BSP will continue to support SEIU-USWW's environmental justice efforts and will also work with labor-management partners on key industry and worker issues.

#### **4. How will the project connect workers to high-quality jobs and/or entry-level work with clearly defined routes to advancement?**

BSP has leveraged its ability to bring together multiple stakeholders to engage in strategic and innovative workforce development collaboration to improve incumbent workers' job quality while providing workers the confidence and skills needed for advancement. Through HRTP, BSP has developed the labor-management committee (LMC) framework to continue its career ladder building efforts. This model has been successful in creating multiple industry-driven programs including GJEP, Infectious Disease Certification, and the Floor Care Technician Program which provide upskilling opportunities for career advancement. BSP's labor-management framework and its longstanding partnerships are key in pushing the industry forward to define career pathways for a low-wage industry that has historically offered little mobility for workers.

This project will be intentional in its support of industry leadership and workers with the objective of defining the skills, standards, and training for upward career ladder and potential apprenticeship opportunities within property services. This effort is necessary and opportune to meet the industry and workforce needs of an emerging low-carbon, energy-efficient, healthy commercial building sector. In the process, labor and management partners will work to explore and develop higher skilled jobs by recognizing the contribution of property service workers in building a high-efficient, high-performing, green economy. BSP is uniquely positioned to advocate for worker mobility and training within the labor-management partnership, BSP and supports its closest partner, SEIU-USWW, to advocate for training and new job classifications in collective bargaining negotiations.

**5. How will project increase skills, opportunities, and career pathways for the disadvantaged populations your project is targeting?**

Commercial janitors clean the buildings of the wealthiest companies across the state, but due to low-wages, lack of professional development opportunities, and systemic barriers, janitors struggle to make ends meet. Furthermore, per USWW's member residence data, high concentrations of these workers and their families live in disadvantaged communities (DACs) or Low Income Communities (LICs) and are most affected by climate change. BSP facilitates collaboration between employers, labor and workers to provide effective worksite training (on paid time) to help workers overcome barriers to traditional forms of adult education and workforce development training. Furthermore, to meet the needs of a service population that has little formal education and low-levels of digital literacy, BSP implements a learner-centered and culturally competent service approach. In 2014, BSP leveraged this effective high road model to develop and pilot its GJEP in Los Angeles. The program has been expanded across the state, resulting in the certification of over 1,100 janitors. GJEP is an innovative worksite based program that trains janitors to improve energy and water efficiency and to reduce solid waste. Through GJEP, workers increase their credentials and career advancement opportunities, as well their knowledge, confidence, and leadership skills.

For this project, BSP will continue to scale and build on GJEP through its LMC model while providing specialized training to janitors and connecting them to apprenticeships in adjacent industries. As the janitorial industry moves towards automation, it will be crucial to incorporate technology into training programs to prepare janitors for the future of work. Many of the technologies that are being implemented not only improve cleaning efficiency, but help buildings meet sustainability goals. Technology skills development will improve janitors' job security as well as their efficacy as front-line sustainability workers. As the industry evolves, BSP will incorporate additional technology skills training components into GJEP.

**6. How will a partnership between industry leadership – both labor and management – increase the health, safety, and professionalization of jobs in your sector?**

U.S. Department of Labor statistics show that of all types of labor, janitors are fifth most likely to be injured on the job. BSP has worked with the Community Occupational Health Project (COHP) at the University of California San Francisco (UCSF) and Street Level Health Project in Oakland, Occupational Health Internship Program (OHIP), UCLA Labor Occupational Safety & Health (LOSH), UCLA Labor Center, and UC Berkeley Labor Occupational Health Project (LOHP), to develop and implement safety training to janitors at their worksites. Worker health and safety is a core BSP priority, as demonstrated through its core workforce development programs including GJEP, the Floor Care Technician Program, and Infectious Disease Certification (IDC).

Through GJEP and its recently developed IDC program, BSP advocates for a high-road partnership model that brings together labor and employers in order to upskill workers to meet rapidly evolving industry standards. COVID-19 has revealed that all Californians benefit from the professionalization of the cleaning industry. Rebuilding the economy and creating prosperous and sustainable communities requires robust investment and innovative policies and programs that are based on principles of equity. This includes securing and enforcing basic worker protections, ensuring just compensation, and implementing adequate training standards for frontline janitors.

COVID-19 presents an opportunity to further define and advocate for healthy and safe workplaces and increased support for janitors. As the commercial building industry takes broader responsibility for workplace health and safety in the context of the pandemic, janitors will need skills training to meet new industry standards. While the green building movement is focused on sustainability, BSP understands that environmental standards cannot be achieved if workers' health and safety needs are not being met. Through its labor-management partnership, and in collaboration with safety compliance experts, BSP will prioritize worker health and safety as a core component of its program development strategy for this project.

To increase professionalization of jobs in the janitorial sector, BSP will engage labor and management to map industry occupations, skill sets, and training needs that can be translated into a "stackable" certificate system to help workers attain and prove industry-defined skills for advancement. This industry-wide, worker-centered credentialing system will pave the way for the creation of new job classifications through the collective bargaining agreement. BSP is also working with partners to develop bridge and/or pre-apprenticeship programs to open professional pathways to facilities management or building engineer positions.

## **7. How will project and partnership prioritize worker voice?**

Born out of California's "Justice for Janitors" campaign, BSP has 13 years of experience developing and implementing worker-centered programs that prioritize worker voice. In the planning phases of GJEP and the IDC program, BSP worked with partners and stakeholders through regional LMCs to determine industry needs. In addition, BSP required worker leaders from across the state to share their concerns/needs and to provide input on program design at those convenings. Through this project, BSP will continue to include workers' voices at all key phases of program development. In the implementation and evaluation phases of the project, BSP will use pre/post surveys and participant satisfaction surveys to collect student feedback. In addition, BSP is working to establish a participant advisory committee focused on leadership development of workers. Using participant guidance and feedback, BSP will adjust programming to capitalize on successes, address challenges, and create new opportunities to help its service population.

**8. How will partnership address worker, employer, and industry needs as they respond and adapt to climate change and environmental sustainability, including building community and economic resilience?**

Commercial buildings consume a vast amount of energy and generate more greenhouse gas pollution than most business sectors. The environmental costs of underperforming buildings has a tremendous negative effect on the economy, and the building industry has responded by advancing ambitious environmental performance goals. For buildings, any effective carbon emissions reduction plan depends on the contribution of building workers who are ultimately responsible for making buildings run “green.” In turn, the success of property service workers to maintain green buildings depends on the availability of high-quality training opportunities. Through H RTP, BSP will continue to develop and implement robust workforce development programs that address environmental standards, meet worker needs, and build statewide economic resilience.

BSP has long argued that “green” construction and technology is not sufficient by itself to achieve energy, water, waste, and other environmental performance objectives for commercial buildings. Instead, a trained workforce is required to realize the full benefits of these capital investments. Furthermore, conventional buildings can significantly improve environmental performance without the latest equipment and digital controls if workers are trained to implement better O&M practices. Through this H RTP project, BSP will develop a second iteration of GJEP that will align new green and healthy building initiatives with O&M practices to increase the environmental performance of buildings.

As it responds and adapts to climate change and environmental sustainability, BSP’s partnership model addresses worker, employer, and industry needs through a win-win collaborative approach. Through GJEP 2.0, low-income workers will be upskilled for a green economy while supporting commercial buildings to decrease energy costs, water consumption, waste reduction, and overall greenhouse gas emissions. The success of GJEP 1.0 has enabled BSP to advance the idea that “green” O&M should be treated as a core strategy for reducing carbon emissions. Additionally, competencies, curricula and training standards should be established for building service workers in all job classifications—including janitors, maintenance staff, and engineers—in order to accomplish California’s sustainability goals. Through its proven labor-management collaboration, BSP’s program development and recertification strategy through GJEP 2.0 will engage partners around its goal to create career pathways for workers in a new green economy. BSP believes that a just and equitable economic recovery requires investments and programs that are worker centered, and that the professionalization of the cleaning industry will benefit all Californians.

**9. How has the project and partnership worked as a regional entity? Describe geographic, demographic, industry sector, or any other factors that made it regional.**

BSP represents a unique partnership across California between over 90 janitorial employers, over 60 commercial building owners, SEIU-USWW, as well as the broader community. Originally founded as the Leadership Training & Education Fund (LTEF) through the collective bargaining

agreements between SEIU-USWW and janitorial employers under the provisions of the Taft-Hartley Act, BSP has been included in all 5 collective bargaining agreements across California and has 6 regional training centers housed at SEIU-USWW offices located in Los Angeles, Sacramento, Oakland, Orange County, San Diego and San Jose, with an additional center located on Google campus in Mountain View. Adaptability across different regions is key given a market like Downtown LA, which consists of multi-tenant high rise buildings, may differ in significant ways from Silicon Valley, which features prominent single-tenant facility campuses. Often these two markets differ in management structures and incentives that directly impact BSP's engagement strategy. BSP's decentralized model allows regional teams to convene labor-management in different regions to address the specific needs of each respective market.

Furthermore, BSP partners such as property service contractors often operate statewide and exist in multiple markets across that state. Through its statewide initiatives and regional LMCs, this project will work with employers to build and integrate workforce development programs into their skill-development practices across the state and beyond. Similarly BSP will further engage the building owner and property management community who understand the diverse needs across the state and can play a pivotal role in BSP's high road partnership local initiatives. BSP's model is able to have the flexibility to develop its programming based on local labor market assessments and employer's workforce needs.

BSP will continue to strengthen and expand its regional labor-management committees across the state to meet the needs of the industry and workers in each respective region. BSP expects that its successful work through H RTP thus far will enable the institutionalization of LMC structures within collective bargaining agreements across new regions in 2021 collective bargaining negotiations.

## Partnerships

*Responses in this section should align with responses in Form 6: Partner Roles & Responsibilities.*

- 10. Outline experience and success working and convening employer and worker representatives to improve jobs and training. If applicable, include experience working with other pertinent stakeholders (community based organizations/non-profits, social services agencies, subject matter experts, local workforce development boards, etc.)?**

BSP has a long history of developing training programs and curricula in an effort to meet the demands of a hard-to-reach workforce, convening unlikely partners with distinct and often conflicting perspectives to agree that investing in the skills of immigrant workers is a mutually beneficial endeavor. BSP met the initial need for ESL training in the industry with resounding success, and this enabled BSP to expand training offerings and deepen its labor-management partnership. Through its ongoing H RTP work and LMC convening model, industry leaders and workers have experienced firsthand how BSP can be an effective mechanism for creating opportunities to uplift the importance of property service work in the California economy. As a convener, BSP has gained valuable experience in managing labor-management relationships



while positioning itself as a key driver for industry and worker advancement initiatives. Through a deep understanding of how to negotiate effective training approaches within the context of collective bargaining, BSP is well on track to continue building consensus among industry leaders to further a high road vision.

Core to its program development and implementation, BSP also has a long track record of successful partnerships with community based organizations and higher educational institutions. In the creation of GJEP, BSP partnered with the Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA) and the U.S. Green Building Council (USGBC) and will continue to engage these two partners in addition to others in the evolution of GJEP 2.0. Similarly, for BSP’s recent Infectious Disease Certification, BSP engaged subject matter experts UCLA LOSH, UC Berkeley LOHP and The Ashkin Group.

BSP continues to expand its footprint in regional networks across the state and demonstrated successful partnerships and engagement with local WIBs, worker advocacy, and other workforce development agencies. For example, BSP is currently involved with ReWork the Bay, Santa Clara County COVID-19 Bridge to Recovery Initiative, and Skills for CA Leadership Council, and often collaborates with organizations such as UnidosUS, National Skills Coalition, and California Edge. BSP believes that it can bring further value to the industry by increasing its presence across the state and its networks to continue advocating for workers through its high road vision.

**11. Existing partners: Outline relationship, history of working together, commitments, and formal and informal agreements. Describe how these partnerships align with the H RTP framework. This should include partnerships you have experience and history already working with. This should mirror the information captured on Form 6: Partner Roles & Responsibilities.**

Through this project, BSP will continue to build on existing relationships with SEIU-USSW, employers, commercial building owners, property management companies, and community partners that have been established through BSP’s long labor-management work. BSP’s Leadership Training Education Fund (LTEF) is an employer fund that is overseen by a board of trustees with equal representation from industry and labor. Through the LTEF relationship, BSP engages its partners through formal training agreements to invest in BSP’s workforce development programs and its comprehensive service model. BSP’s successful LA LMC was formally included into the 2016 Collective Bargaining Agreement (CBA) for LA-OC. BSP has since expanded the LMC model to other regions with great success. The LMC framework enables employers to provide real-time feedback on industry and worker needs, and helps BSP to align programs to those needs. BSP will leverage this success to institutionalize LMC language in additional CBAs. Below is a table summarizing BSP’s current partners for this project:

Partners	Description
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SEIU-USWW	SEIU-USWW President David Huerta, Vice President Denise Solis, and Regional Vice President Andrew Gross-Gaitan have sat on BSP’s Board of Directors (BOD) since its inception and have consistent communication and collaboration with BSP leadership. Local labor representatives have strong working relationships with BSP staff in their respective regions.
Employers	American Building Maintenance (ABM), which represents more than 50% of California’s janitorial industry, will serve as a principal collaborator to obtain critical information to tailor and pilot materials. Similarly BSP has received a letter of support from DMS, a longtime partner and active participant in BSP recent high road partnership work. BSP holds relationships with and will engage many other employers through this work.
BOMA-GLA	BOMA-GLA representatives sit on BSP’s BOD since its inception and were key collaborators of GJEP 1.0. BOMA-GLA has provided a letter of support for this project and is well positioned to collaborate and mobilize its organization to advance BSP programs and projects.
USGBC	The U.S. Green Building Council has issued a letter of support for our proposed project and has agreed to lend their expertise in the development of GJEP 2.0. BSP partnered with USGBC for the creation of GJEP 1.0 and participates in monthly calls with USGBC and SEIU leaders.

**12. New partners: Outline status of relationship, priorities, and strategy to engage and work together throughout the grant term and beyond. Describe the role they will play within your proposed work and how it aligns with the H RTP framework. This should include planned and secured partnerships that will be new to working with your organization. This should mirror information captured on Form 6: Partner Roles & Responsibilities.**

BSP will engage new employer partners to support program expansion. More specifically BSP is proposing increased engagement with building owners, property management companies, and facilities management teams to define outcomes and improve evaluation processes in order to demonstrate the impact and value of worksite instruction in achieving low-carbon, energy-efficient, and healthy workplace initiatives. The further inclusion of owners/property managers in this project will provide comprehensive insight into O&M practices and opportunities for training alignment. This expansion will increase the value to the partnership model, and will help high road janitorial contractors become more competitive in a green economy while facilitating the creation of career pathways for workers. BSP will prioritize the deepening of relationships with past partners while also working with labor and employer partners to broaden its

owner/property management network in alignment with SEIU-USWW's regional and statewide strategies.

In the development of new training programs such as GJEP 2.0, BSP will leverage past partnerships to support the new activities proposed in this project. BSP will work with USGBC and BOMA-GLA who both have committed to support BSP's work through letters of support. Similarly, BSP will engage subject matter experts such as UCLA LOSH and UC Berkeley LOHP, both of whom supported BSP's recent Infectious Disease Certification with curriculum development.

Lastly, as BSP transitions to a distance learning model and hires an E-learning & Digital Equity Coordinator, it will look to develop partnerships with field-expert organizations such as the EdTech Center at World Education, Digital Promise, and others. BSP currently holds no formal partnership agreements but has had exploratory conversations with these organizations.

**13. Who will be the core conveners of the partnership? Core conveners are organizations/ individuals within the partnership that will be involved in making major partnership decisions, communicating to and on behalf of other partners, and ensuring coordination throughout the region. Include both organizations and individuals along with their role and commitment to engage and act on behalf of the partnership.**

BSP will be the core partnership convener. BSP has 13 years of experience as a labor-management partnership convener and will continue to convene SEIU-USWW, janitorial contractors, worker leaders, and broaden owner/management engagement in various service regions.

Interim Executive Director Luis Sandoval and Chief Operating Officer Laura Medina will lead statewide efforts to further BSP's high road vision and its partnership development and program implementation goals. Through previous H RTP support, BSP established regional workforce development teams led by Northern CA Vocational & Sustainability Coordinator Mariel Estrada and Southern CA Vocational & Sustainability Coordinator Jocelyn Jimenez.

BSP staff will work with SEIU-USWW leadership, including President David Huerta and Vice President Denise Solis, as well as regional labor representatives and employer partners. Additionally BSP will continue to serve as the facilitator for all program development efforts and for external network, partnership, and content-expert engagement.

**14. Outline how the partnership will convene, prioritize, and engage throughout the grant period. How will data and reporting be streamlined and reported back to the state with buy-in from core partners?**

Through this project, BSP will prioritize strengthening and expanding its labor-management committees (LMCs) to raise the industry floor by identifying industry needs and developing industry-driven programming such as GJEP 2.0. BSP will strengthen its regional LMCs to meet local labor market needs while bringing together statewide LMCs to implement industry-wide initiatives. BSP will also continue its partner engagement through relationships held in respective regions. In the research and program development phase, BSP will engage subject matter experts such as USGBC, UCLA LOSH, and UC Berkeley LOHP, and will include subject matter experts in LMC convenings as needed. As a convener, BSP will coordinate meetings, record progress, and facilitate follow up among partners to move projects forward. In the program implementation phase, BSP will rely on its traditional model of direct collaboration with employer contacts, labor representatives, and workers to ensure program success. Any pilot will undergo a rigorous program evaluation and re-modification process, and all progress will be reported back to the stakeholders through the LMCs.

BSP will build upon the LMC model by strengthening its existing building owner/property manager partnerships as well as developing new relationships across the state. BSP will have an intentional approach to bridge communication and align strategies between LMCs and its efforts around building owners/property management engagement. BSP is currently a strategy to engage building owner/property management and will conduct outreach by the second quarter of the project.

BSP has a cohesive and efficient internal protocol to manage statewide compliance efforts that includes weekly statewide staff meetings to monitor H RTP progress and data collection (BSP uses a Salesforce data management system). BSP will be responsible for reports to the State of California.

## Greenhouse Gas Reduction Fund Requirements

### Facilitating GHG Emission Reductions

*When responding to these questions, applicants should focus on providing detailed qualitative information, but may choose to include quantitative data as well. Responses should address issues of time throughout, in terms of the project's immediate or eventual impact on climate change as well as duration of impact (short-term or long-term).*

*Responses in this section should align with responses in Form 3: GHG Deliverables.*

#### **15. Describe the project and partnership's goals, strategies, activities, and intended outcomes in facilitating greenhouse gas emission reductions.**

In California, greenhouse gas (GHG) emissions from buildings are second only to transportation, when accounting for energy and water use and wastewater treatment. Buildings provide spaces for work, housing, recreation and have an effect on our environment and health in many ways.

Consequently, there are many opportunities to reduce GHG emissions associated with buildings. Green buildings have adopted cross-sector strategies to reduce GHG emissions, with broad sustainability goals that overlap with social equity and occupant health issues. More specifically, green buildings are designed, constructed, operated, and maintained to maximize energy efficiency, conserve water, reduce waste, and provide good indoor environmental quality. California has been a leader in efforts to improve the performance of buildings through new construction as well as building renovation and equipment replacement. In partnership with USGBC, whose LEED rating system is an industry standard, BSP created the Green Janitor Education Program (GJEP) to enable building service workers to obtain skills that improve green building performance as well as increase their building's LEED certification level.

However, the installation of advanced “green” technology is not sufficient in itself to achieve the state's energy and environmental performance objectives for commercial buildings. Instead, green technology must be properly operated and maintained by a trained workforce to reap the benefits of those expensive capital investments. Through this project, BSP will prioritize building climate and economic resilience by leveraging its high road training partnership model to further the role of O&M and a trained janitorial workforce in supporting green commercial buildings to reduce GHG emissions.

Commercial buildings have cross-sector influence on health and wellbeing of occupants and the communities that surround them. The future of the building industry is not only about increasing energy-efficiency and achieving zero carbon performance, but is about creating healthy environments for workers and community members. Through GJEP 2.0, workers will learn key occupational skills such as principles around green cleaning, energy efficiency, recycling, and water efficiency to maximize GHG reductions in commercial buildings for immediate impact.

BSP will leverage its experience in convening industry leaders in order to identify new workforce development opportunities that help commercial buildings achieve sustainability goals and enable janitors to advance in their careers. BSP has outlined a clear strategy for deepening its LMC approach. BSP will (1) build on GJEP through stakeholder feedback on low-carbon industry needs pertaining to healthy and sustainable buildings, and (2) employ a research and data driven approach to engage LMCs with the development/alignment of GJEP performance metrics with broader green building performance objectives, and (3) certify/certify janitors across CA through GJEP 2.0. Using the success and lessons learned from GJEP and previous H RTP projects, BSP will establish impact measures for (1) decreased energy and water usage in GJEP buildings, (2) increased confidence to implement green practices both at work and at home among GJEP janitors, and (3) additional credential or career advancement opportunities within green and healthy buildings. This LMC effort will be critical to achieve health and economic equity for low-wage workers. LMC efforts will also be needed to implement O&M practices in the context of third-party rating systems such as LEED, as well as to establish measurement systems to track GHG reduction.

- 16. What critical skills issues will the partnership address in order to help the project's industry sector face the challenges of climate change and environmental sustainability?**

Green commercial buildings are designed, constructed, operated, and maintained to maximize energy efficiency, conserve water, reduce waste, and provide healthy indoor environments. These objectives are necessary to support California's climate change goals that protect the environment and promote public health and safety. While the green building movement initially focused on green construction techniques and retrofitting existing buildings, green building leaders now recognize that energy and environmental performance goals cannot be achieved without updated O&M. For instance, a well-trained O&M staff can reduce energy use in commercial buildings by up to 30% (see "Assessing the Potential for a FEMP Operations and Maintenance (O&M) Program to Improve Energy Efficiency" US Department of Energy, October 2002). Janitors should be trained to report problems such as leaking hot water fixtures, damaged mechanical insulation, broken windows, and blocked air ducts to prevent energy waste. Additionally, janitors can be trained to use non-toxic, high-impact cleaning methods to ensure that offices are healthy places to work. GJEP provides janitors the training to play a critical role in minimizing the environmental footprint of commercial buildings by addressing water, waste, and energy inefficiencies in the buildings

As the demand for green janitors grows, BSP will mobilize its labor-management partners to develop the certifications and training programs necessary to achieve California's GHG emissions goals. Additionally, as technology becomes increasingly integrated into the O&M of commercial buildings, digital skills will be critical for janitors to report and track issues, and through its distance learning transition, BSP will focus on a significant effort to improve workers' digital literacy. As green cleaning processes evolve and as green technology advances, BSP and its partners will be ready to mobilize a highly skilled workforce to achieve a high-efficiency and high-performance California economy

**17. How will the partnership help to increase or improve the capacity of firms and workers involved in the project to be able to adapt and compete in a carbon-constrained economy?**

BSP's partners have a vested interest in upskilling the workforce to meet industry demands around green and healthy building initiatives. Remaining competitive in a carbon constrained economy requires higher-performing and higher skilled workers in higher-efficiency buildings. As green building strategies evolve, BSP will leverage the success of GJEP 1.0 partnerships to integrate the latest green O&M practices in GJEP 2.0. The energy, environmental, and health costs of underperforming buildings are detrimental to the economy, and the building industry is motivated to adopt new green energy and environmental performance goals to improve their bottom line. Through this project, BSP will continue to improve efforts around water conservation, energy efficiency, and waste diversion, while advancing health and safety principles that meet green building performance standards and healthy workplace requirements. Additionally, BSP will develop impact metrics to help industry partners evaluate the impact of GJEP in the context of a carbon-constrained economy, and the organization will continue to expand its LMC partnerships to identify additional industry and workforce needs and opportunities associated with the transition to a carbon-neutral economy. BSP's worker-centered, industry-driven workforce development solution will help firms to be more competitive in a

carbon-constrained economy while creating bridges and career pathways for low-wage workers into good, healthy, green jobs.

## Benefitting Priority Populations

*Participants of H RTP CCI must reside within a census tract identified as a disadvantaged community or low-income community, or be a member of a low-income household. The following link provides an interactive map to aid in determining geographic and income eligibility for disadvantaged and low-income communities and households: [Priority Population Investments](#).*

*Responses in this section should align with responses in Form 4: Benefitting Priority Populations.*

**18. Identify the Priority Population being targeted by your project. Describe how your proposed work will benefit individuals directly eligible for services as well as the community they reside in.**

This project targets janitors across California who primarily live in regions considered (1) SB 535 disadvantaged communities (DAC's) as well as (2) AB 1550 low-income communities (LICs) as defined for California Climate Investments. Given its long partnership history with SEIU-USWW, BSP has access to member data through the union that can be used for program outreach. According to both SEIU-USWW member data and BSP participant data, a significant majority of this project's target participants live in DACs (considered LICs as well). These areas include East San Jose along the 101 and 280 freeways and East Palo Alto, North Fair Oaks, and Redwood City. In the East Bay, a high concentration of janitors live along highway 101 from San Leandro to Fruitvale and Richmond, and along highway 4 from Bay Point to Antioch. In Sacramento, janitors live in Rancho Cordova, Natomas, North Sacramento, West Sacramento, and South Sacramento. In Los Angeles, the highest concentration of janitors live in Hawthorne, Inglewood, Westmont, Florence, Huntington Park, South LA, and Compton. Orange County janitors primarily live in Santa Ana, and in San Diego they live in City Heights, Logan Heights, Barrio Logan Mountain View, Lincoln Park, Skyline, Mount Hope, and Oak Park.

Janitors clean some of the wealthiest and leading commercial buildings in the state but have been left out of the broader green building movement. Creating healthy and sustainable commercial buildings is important for low-income Latino immigrant janitors who tend to have poorer health outcomes and who often bear the brunt of the effects of climate change. Despite working in an industry with substantial investments in reducing GHG emissions, janitors come from communities that lack such investments despite the disproportionate impact of GHG emissions on them. GJEP invests in underserved workers who can access, learn, and take sustainability principles back to their homes and their communities. BSP's service population primarily consists of low-income Latino immigrants who have multiple barriers to accessing traditional education, workforce development programs, and career pathways. BSP's labor-management framework and its longstanding partnerships are key in pushing the industry forward to define career pathways for a low-wage industry that has historically offered little mobility for workers.

Through its innovative labor-management model, BSP brings together unlikely partners to invest in the skills and opportunities for low-wage immigrant janitors. BSP's effective workforce development programs are offered at the worksites on paid time. Through its LMCs, BSP directly engages worker leaders for their input on program design. Through this project, BSP will leverage its LMCs to provide industry-driven, worker-centered programming for janitors who live in disadvantaged communities. Specifically, BSP will further develop current job training opportunities and pilot alternative distance learning delivery models to provide industry-recognized credentials to workers. This skills development approach will support job retention and improve job quality while meeting industry needs around sustainability and health.

**19. Describe capacity and strategy to target, engage, and support the Priority Populations identified by your project.**

BSP serves over 5,000 janitors annually through education and training programs that include Infectious Disease Certification (IDC), ADVANCE Vocational ESL, the Green Janitor Education Program (GJEP), Digital Literacy, Health & Wellness, Financial Capabilities, Civic Engagement/Citizenship, and Parent University. BSP's comprehensive approach addresses multiple quality of life indicators to support low-wage immigrant workers, their families and their communities. BSP will continue to leverage its close partnerships with SEIU-USWW, janitorial contractors, and its network of community service providers to conduct outreach and provide comprehensive services to janitorial workers. BSP has a long and proven track record with partner engagement and with worker-centered training program development. Among BSP's population, 70% lack Basic English proficiency, less than 30% finished high school. Moreover, 65% are women, 63% of women are heads of household and 50% are over the age of 50. To address the specific needs of its service population, BSP has adopted policies to support learner outcomes and success, including an intensive case-management system, a "no-fail" program structure to ensure worker achievement for certifications, the development of Spanish language teaching materials as well as audio materials to address literacy challenges, and the targeted hiring of experienced bilingual adult educators to deliver effective training.

Working with SEIU-USWW, janitorial employers and building owners, BSP offers worksite training on paid-time to overcome education access barriers. BSP implements a comprehensive case management model that includes regular check-ins with program participants to monitor student progress. This best practice has become a critical component of BSP's programs to ensure retention and achieve the highest learner outcomes for workers who often have limited to no recent classroom exposure. Fostering long-term relationships with program participants also provides an opportunity to further engage workers around additional training programs and new services. Furthermore, BSP hires former program participants to work as "Program Ambassadors" to facilitate word-of-mouth outreach and peer-to-peer support. Furthermore, BSP leverages worksite based training to further engage workers in its comprehensive programs.

**20. Describe the systems set in place within your project design that mitigate substantial burdens on priority populations (e.g. displacement of low income, disadvantaged**



**community residents and businesses or increased exposure to toxins or other health risks).**

Frontline janitors have inadequate healthcare and lack of worker protections, affordable housing, and childcare. As a population that is composed primarily of Latino immigrants, janitors are three times more likely to become infected and twice as likely to die from COVID-19. Additionally, frontline janitors are provided few opportunities for workforce training, career advancement and upward economic mobility, and can be barred from safety net and relief programs because of their immigration status. Through this project, BSP will leverage its successful labor-management partnership and holistic service model to create equitable pathways to good, stable jobs that are safe, pay family-supporting wages, welcome worker voice, and provide opportunities for career advancement. Through the CBA, janitors have access to employer-sponsored family health insurance and additional benefits. Through additional programs that include Financial Capabilities, Health & Wellness, and Civic Participation/Citizenship, BSP supports families to become integrated and build economic and health stability. Furthermore, BSP will work to increase workers' digital literacy skills so that they can meet growing technology skills demands both at work and in their communities. BSP's success will rely on its ability to convene partners to anticipate and plan for a changing economic landscape. This project's workforce strategy will address the urgent needs of California's most vulnerable, frontline immigrant workers by removing systemic barriers that prevent them from benefiting from an economic recovery.

- 21. Each individual project must allocate at least 50% of their expenditures to benefitting Priority Populations. Provide an outline of your proposed strategy to meet this requirement. If your project plans to exceed the 50% expenditure requirement, provide details on how this will be achieved. Note: bonus points will be available for those projects exceeding the 50% threshold.**

44% Workforce Development Team: Spearhead this project through regional LMC convenings, worker engagement, external partner management, as well as program development and implementation to provide workers effective certification and career advancement opportunities.

22% E-Learning & Digital Literacy Equity Coordinator: Lead the organization's transition to distance learning and set up the systems to adequately support BSP's target population access effective distance learning, digital literacy skills development opportunities, and career pathways.

9% Strategy & Partnership Leadership Staff: Coordinate statewide strategy and leadership engagement among key stakeholders to best advocate for workers and support successful partnership management, program development, implementation, and evaluation.

25% Training Costs: Support workers through a worker-centered approach to program development, implementation, and support system to ensure successful learner and upskilling outcomes.

**22. Explain how community input was considered in your project design.**

Janitorial workers, the majority of whom are Latino immigrants, are essential workers who have carried the burden of the economic and health impact of COVID-19. In an industry that has historically lacked career pathways, BSP will continue to advocate for opportunities for janitors and embed its programming with essential economic development efforts across California. Comprehensive efforts to address climate change and equitable/inclusive economic recovery must address immigrants in low-wage/low-skilled jobs who make up California's largest share of workers. BSP's service model is an example of how to create pathways that address climate, equity, jobs and economic development goals for California's immigrant worker population.

Through labor-management partners that included the Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA) and the U.S. Green Building Council (USGBC), BSP developed GJEP as a worker-centered program that brought the voices of immigrant workers into direct conversation with labor-management about their important role in the green building movement. Since the beginning of GJEP, BSP has deepened its commitment to the inclusion of worker voice in the LMC framework in order to advance worker centered programs. In the recent development of the Floor Care Technician Program and Infectious Disease Certification, workers voices were integral to the program design process. Additionally, a learner-centered approach has been necessary to address the barriers to online education that have emerged in the recent nationwide shift to distance learning. Through this project, BSP will continue to expand its delivery model, placing workers at the center of all planning activities while creating a process for ongoing evaluation through learner feedback.

**Maximizing Co-Benefits**

*For assistance responding to these questions, refer to the "Maximizing Co-Benefits" section of the RFA and CARB's [CCI Co-benefit Methodologies Assessment webpage](#).*

**23. What economic, environmental, and/or public health co-benefits will the project deliver? Explain the reason(s) for addressing each co-benefit identified.**

Community Investment & Job Retention: Janitors across California come from disadvantaged and low income communities that have not seen green investment and are often left out of discussions around environmental sustainability. This project will target an underserved population through effective and accessible workplace training that upskills janitors in a growing green economy. A worker-centered investment is needed to raise the floor of a historically flat industry to provide janitors with needed opportunities for career advancement. This project will help janitors understand the health benefits of green maintenance for their building tenants, for themselves, and for their families and communities at home. Additionally, in the context of the recent furloughs and layoffs that have occurred in the janitorial industry, the certification opportunities provided through this project will help janitors to retain their jobs.

Water & Energy Savings: In 2017, BSP partnered with the environmental consulting group SeedLA to conduct an evaluation of GJEP. The SeedLA report demonstrated that 76% of GJEP buildings saw a decrease in energy and water usage within 2013-16, with GJEP buildings using 5.6% less energy on average in 2016 than non-GJEP buildings.

Occupational Safety & Health Improvement: Efforts to advance sustainable and healthy buildings must address worker health and safety, and this is especially important in the context of COVID-19. Through this project, BSP will prioritize worker health and safety through its successful GJEP and Floor Care Technician programs.

Transportation: Due to the skyrocketing cost of living in California, many janitors commute long hours on public transportation from affordable neighborhoods. BSP will offer programs virtually so that participants can access training opportunities from their homes. This will result in less time spent on the road and will further reduce carbon emissions.

**24. How will the project and partnership address and deliver the expected co-benefits identified above?**

Community Investment & Job Retention: BSP will continue to leverage its successful high road partnership to develop and deliver industry-driven, worker-centered programming to upskill low-wage janitors, improve job quality, and create opportunities for career advancement. An investment in low-wage jobs through skills development will support job retention while improving job quality.

Water & Energy Savings: GJEP educates janitors on a broad range of O&M sustainability principles. The GJEP curriculum includes modules on energy and water conservation to help workers increase the energy and water efficiency of buildings. As a result of GJEP, workers are empowered to report a leak, or turn off lights, building owners lower their energy costs, and communities benefit from a reduced carbon footprint. Furthermore, janitors take the knowledge they have gained through GJEP and apply sustainability practices at home for the benefit for their families and communities.

Occupational Safety & Health Improvement: GJEP devotes an entire module to the principles of green cleaning. Through GJEP, workers learn about the health benefits of green cleaning products, they are educated on the health and environmental impacts of using certain chemicals, and they are trained to report chemical safety issues. Additionally through a health & safety module, GJEP provides training on ergonomics, injury prevention, and chemical and electrical hazard protection. Furthermore, BSP will continue to advocate and prioritize worker health and safety in the context of COVID-19. Moreover, BSP will establish metrics and data collection processes to evaluate the impact of this project on occupational health and safety.

**25. When will the co-benefits(s) identified above be achieved and realized by the project?  
How long will the co-benefits be sustained?**

Community Investment & Job Retention: Direct investment will be immediately realized through the implementation of workforce development programs. Job retention will be realized as soon as janitors achieve certification. Both co-benefits will be sustained in the long-term through continued project support.

Water & Energy Savings: These co-benefits will be realized immediately through project training implementation. They will be sustained in the long-term through the implementation of energy and water conservation and green cleaning practices by workers in their workplaces, homes, and communities.

Occupational Safety & Health Improvement: These co-benefits will be realized immediately. BSP will continue to prioritize occupational health & safety, which is an integral part of sustainability efforts as well as the organization's mission to improve the quality of life of low-wage workers.

## Award Request Justification

*Only respond to question below if your requested award amount exceeds \$1 million.*

**26. Provide detailed explanation justifying your funding request. Include relevant information justifying any high costs allocated in your Budget Narrative and Budget Narrative, including high staff salaries, travel, support services, contractor expenses, etc.**



## H RTP CCI: Low Carbon Economy Workforce Form 2: Matrix

Fiscal Agent: Building Skills Partnership  
Project Name: Good, Safe, and Healthy Jobs

Project Goals and Performance Measures	
What will the project do? List project outcomes, outputs, and deliverables (qualitative and/or quantitative)	How will this be measured? Describe how you will know if the project is successful (qualitative and/or quantitative)
Address Career & Economic Mobility for Janitors through Labor-Management: (1) Expand Labor-Management Committees (LMCs) and (2) Develop Career Pathways	(1) Convene statewide LMC 1-2 times per year, convene LA LMC 3 times per year, convene 3 LMCs in OC/SV respectively; Develop 2 new LMCs in either East Bay, Sacramento, or San Diego; Integrate LMC into 1 new Collective Bargaining Agreement (CBA) (2) Hold 2-3 focus groups with LMC; Produce Industry Career Framework document.
Engage Commercial Building Owners/Property Management through Labor-Management to define Industry Standards and Impact Measures for a High-skilled Janitorial Workforce in Green Buildings: (3) Engage Building Owners/Property Managers, (4) Generate Impact Evaluation Framework	(3) Engage 2-3 building owners/property managers from each region through focus group, survey, conversation on industry needs; Produce set of recommendations for training opportunities in context of upskills/career pathways in green and health buildings (4) Produce initial draft of outcomes, metrics, and data collection plan to evaluate impact of workforce development programs to green building performance
Upskill Property Service Workers in Green & Healthy Building Movement: (5) Develop Green Janitor Education Program (GJEP) 2.0/Recertification and New Certification, (6) Implement New Distance Learning Models for Industry Recognized Training, (7) Elevate Worker Voice	(5) Hold 4 focus groups through LMC to research and identify low-carbon, health & safety workforce needs; Develop GJEP 2.0 green, safe, and healthy building modules; Develop distance learning model for GJEP 2.0; Pilot GJEP 2.0 directly serving 150 workers in year 1; Expand GJEP 2.0 to train 600 workers (6) Implement 3 training delivery models (In-classroom, Hybrid/Synchronous, and

	Asynchronous); Hire E-learning and Digital Equity Coordinator, impact 400 workers in existing industry recognized program (GJEP 1.0, Floor Care Technician, and Hybrid GJEP) (7) Engage at least 20 janitors to participate in leadership opportunities; Train 12 workers to become GJEP peer-to-peer certified trainers
<b>Participant Service Delivery Goals</b>	
Include quantitative and/or qualitative goals	
<b>Approaches to Skill Delivery</b>	
<input type="checkbox"/> Pre-Apprenticeship and/or apprenticeship <input checked="" type="checkbox"/> Career pathways <input checked="" type="checkbox"/> Credentialing <input checked="" type="checkbox"/> English language learning <input type="checkbox"/> Other:	
<b>Participants directly served/impacted</b> Participant numbers/outcomes that the <i>project</i> will accomplish directly	600
<b>Participants indirectly served/impacted</b> Participant numbers/outcomes that can be attributed to high road training partnership's <i>project</i> , but <u>not</u> a direct output of the funding	400
<b>Outcome Goals</b> Placement, credential attainment, wage increase, etc.	<b>Measures</b> Participants, % increase, etc.
Training Certification by GJEP 2.0	600 workers will receive recertification
Industry-driven Training/Career Pathways	400 workers will be impacted through Floor Care, Hybrid GJEP, & other industry-driven training, not directly served with grant funds
Worker Leadership	20 janitors participate in leadership opportunities; 12 workers become GJEP peer-to-peer certified trainers
<b>Service Delivery Area</b>	
<b>Which service delivery area(s) will your project serve?</b>	
Provide city and county information.	
BSP's service delivery areas are aligned with the 5 collective bargaining agreements (CBA) between SEIU-USWW and signatory janitorial employers across the state, spanning 5 markets including (1) Bay Area, (2) Sacramento, (3) Los Angeles, (4) Orange County, and (5) San Diego. These 5 CBAs cover the following counties, serving workers from multiple cities within those	

counties: Santa Clara County, San Mateo County, Alameda County, Contra Costa County, Sacramento County, Solano County; Los Angeles County, Orange County, San Diego County.



<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

**Facilitating GHG Emission Reductions**  
Refer to the "Facilitating GHG Emission Reductions" and the "Climate Change Terminology" sections of the RFA for guidance, examples, and resources on how to complete this form.

**Which Climate Change Scoping Plan sector will the project serve?**  
Select all that apply, but at least one must be selected.

- Energy
- Transportation
- Industrial
- Waste
- Water
- Natural and Working Lands/Agriculture

**Describe the industry and occupation(s) that the partnership will serve and the association, relevance, or significance to the Climate Change Scoping Plan sector(s) selected.**

In California, greenhouse gas (GHG) emissions from buildings are second only to transportation, when accounting for energy and water use and wastewater treatment. Green buildings have adopted cross-sector strategies to reduce GHG emissions. Specifically, green buildings are designed, constructed, operated, and maintained to maximize energy efficiency, conserve water, reduce waste, and provide good indoor environmental quality. California has been a leader in efforts to improve the performance of buildings through new construction as well as building renovation and equipment replacement.

**How will the project and partnership's work positively impact the Climate Change Scoping Plan sector(s) selected?**

Through this project, BSP will leverage its high road training partnership model to further the role of O&M and a trained janitorial workforce in supporting green commercial buildings to reduce GHG emissions. By working with labor-management partners to identify low-carbon workforce needs in the development of the Green Janitors Education Program 2.0, workers will learn key occupational skills such as principles around green cleaning, energy efficiency, recycling & waste diversion, and water efficiency to maximize GHG reductions in commercial buildings within these sectors.

**How will the project and training partnership's work help to improve climate change mitigation, climate adaptation, and/or climate resilience in California?**





Through its labor-management partnership, BSP will build upon the success of GJEP 1.0 to develop and upskill janitors across the state in critical skills to support green commercial buildings improve their environmental performance goals. A high-skilled, green certified janitorial workforce can play a critical role in climate change mitigation by addressing water, waste, and energy inefficiencies in the buildings as well as in their own homes and communities. Furthermore, BSP's worker-centered approach will build climate resilience for janitors who come from disadvantaged communities that

**How will project facilitate greenhouse gas emission reductions?**

Outputs should address issues of time throughout, in terms of project's immediate or eventual impact on climate change as well as duration of impact (short-term or long-term).

What will project do? Describe project's intended outcomes. Identify whether these are immediate or eventual.	How will this be measured? Identify the metrics used to determine success.
A high skilled janitorial workforce trained in green practices within commercial buildings to help reduce GHG emissions	600 Workers Green Certified through USGBC
Successful labor-management research effort in identifying low-carbon workforce needs for GJEP 2.0 development	Development of 4-6 new green modules, aligning with identified low-carbon industry workforce needs
Succesfully engage labor-management and building owners/property managers to develop evaluation framework to measure impact of	Generate evaluation framework including outcomes, metrics, and data collection plan linking training to green building performance goals.



<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

**Benefitting Priority Populations**  
Refer to the "Benefitting Priority Populations" section of the RFA for guidance, examples, and CARB resources on how to complete this form.

**Percentage (%) of expenditures that benefit priority populations:**

100%

**Provide explanation and breakdown of expenditures directly benefitting priority populations and how the percentage above was determined.**

As outlined in the proposal and budget request, 100% will go towards direct cost for programming and training. The intent of this proposal is to respond to the growing need within the industry for a highly skilled workforce in maintaining green buildings. Traditionally immigrant workers have been excluded from the opportunity to upskill and enter a green movement. Subsequently, many workers are left behind for the shift happening within the commercial real estate industry moving towards green buildings. This project solely focuses on providing career pathways and training, while also engaging industry partners to create an inclusive green industry. BSP determined the percentage based on the total amount for direct services versus administrative costs. For this project, BSP is intentionally directing all funds for direct services.

**Identify the Priority Populations and Geographical area(s) your project will serve.**

Refer to the interactive map to determine this information. This is found in the "Benefitting Priority Populations" section of the RFA.

This project targets janitors across California who primarily live in SB 535 disadvantaged communities (D

**Select all that apply for the priority population(s) and geographical area(s) identified above.**

Note at least one must be selected.

- Project targets jobs or job training to residents of, a disadvantaged community census tract
- Project targets job training to residents of, a low-income community census tract
- Project targets jobs or job training to residents of, a low-income community census tract that is outside of a disadvantaged community, but within 1/2 mile of a disadvantaged community
- Project targets jobs or job training to residents of low-income households

**Identify targeted hiring and/or career advancement strategy:**

Through this project, BSP will leverage its innovative labor-management partnership to provide industry-driven, worker-centered programming to low-wage and low-income janitors from disadvantaged communities. Specifically, BSP will further develop current job training opportunities and pilot alternative distance learning delivery models to provide industry-recognized credentials to workers. This skills development approach will support job retention and improve job quality while meeting industry needs around sustainability and health.

**Specify what community and/or household need(s) is being addressed by your project. Explain why the identified need(s) were prioritized.**

Through this project, BSP will be increasing job readiness and career opportunities for low-wage immigrant workers from disadvantaged communities. Furthermore, by defining the skills, standards, and training requirement for building service workers, this model of convening labor-management can transform low-skill, low-paying jobs into good jobs that contribute to an equitable, high-efficiency, and high-performance economy of the future. These needs have been identified through years of experience working with labor, employers, workers, and community-based organizations to develop effective industry-driven, worker-centered programming. More recently, BSP's development of the Green Janitor Education Program marked a successful program development in partnership with industry leaders and workers themselves. Through the implementation of the program over the last 6 years, workers have identified the positive impact of the program on their work and in their lives. This worker engagement strategy has been integrated into BSP's model in the recent creation of additional industry-driven programs such as the Floor Care Technician and Infectious Disease Certification. As BSP

**When identifying and addressing the above identified community or household need(s) which, approach did/will the partnership use?**

**Recommended Approaches:**

- Host community meetings, workshops, outreach efforts, or public meetings as part of the planning process to engage local residents and community groups for input on community or household needs, and document how the received input was considered in the design and/or selection of projects to address those needs.
- Receive documentation of support from local community-based organizations and/or residents (e.g., letters, emails) identifying a need that the project addresses and demonstrating that the project has broad community support

**Alternative Approaches:**

- Where direct engagement is infeasible, look at the individual factors in the latest version of CalEnviroScreen that are most impacting an identified disadvantaged or low-income community (i.e., factors that score above the 75th percentile), and confirm that the project will reduce the impacts of at least one of those factors
- Where direct engagement is infeasible, refer to the list of common needs for priority populations in CARB's Funding Guidelines Table 5 and confirm that the project addresses at least one listed need

**Identify one direct, meaningful and assured benefit that your proposed project provides to the priority population(s) being targeted.**

Select all that apply, but at least one must be selected.



- Project provides high-quality (e.g., local living wages, health insurance, paid leave) jobs to priority populations.
- Project provides job training to priority populations that is part of a program with an established placement record.  
Project provides job training to priority populations that includes capacity building that leads to industry-recognized credentials (e.g., certifications, certificates, degrees, licenses, other documentation of competency and qualifications).s that includes capacity building that leads to industry-recognized credentials (e.g., certifications, certificates, degrees, licenses, other documentation of competency and qualifications).lacement record.

**Provide details on why the above benefit(s) were prioritized:**

Commercial janitors clean the buildings of the wealthiest companies across the state, but due to low-wa

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

<b>Grant Workplan (Activities &amp; Outcomes)</b>	<b>Planned Cummulative Expenditures (Awarded Funds Only)</b>
<b>Quarter 1: January 1, 2021 - March 31, 2021</b>	
Convene Labor- Management Committee (LMC) to identify low-carbon, health & safety workforce needs. Through partner engagement, identify green building training needs. Hire E-learning & Digital Equity Coordinator. Explore which additional employers are committed to piloting GJEP 2.0. Assess modifications to the program design, modify curriculum to meet new demands within the industry. Begin to engage building owners/property	\$117,391.75
<b>Quarter 2: April 1, 2021 - June 30, 2021</b>	
During this quarter, BSP will have developed an implmentation model for training for a post-Covid 19 environment. Begin implmentation of pilot GJEP 2.0. Continue conversations through the labor management committee about career pathway framework. Explore e-platforms for delivering GJEP 2.0 enhanced curriculum, and tailor curriculum for online instructions. Begin training near to near instructors. Work towards promoting LMC in CBAs	\$117,391.75
<b>Quarter 3: July 1, 2021 - September 30, 2021</b>	
BSP will continue to meet with labor-management partners to identify buildings/workers to conduct training towards the 600 workers receiving recertification. Begin instruction procurement, solicitation of contractors for instruction. Begin conversations about creating regional LMCs in the East Bay, Sacramento and San Diego. Collaborate with employers to understand the changing industry and labor market as a result of Covid-19.	\$117,391.75
<b>Quarter 4: October 1, 2021 - December 31, 2021</b>	
BSP meet with labor-management partners to scale GJEP 2.0 and reach new buildings/workers to conduct training towards the 600 workers receiving recertification. Bring on-board instructor cohort to support scaling up of GJEP 2.0. Implement first regional LMC meetings in the East Bay, Sacramento and San Diego. Identify framework for measuring impact of training on green building performance.	\$117,391.75
<b>Quarter 5: January 1, 2022 - March 31, 2022</b>	
BSP will continue to meeting with labor-management partners to identify buildings/workers to conduct training towards the 600 workers receiving recertification. Begin instruction procurement, solicitation of contractors for instruction. Begin conversations about creating regional LMCs in the East Bay, Sacramento and San Diego. Collaborate with employers to understand the changing industry and labor market as a result of Covid-19.	\$117,391.75
<b>Quarter 6: April 1, 2022 - June 30, 2022</b>	

<b>Grant Workplan (Activities &amp; Outcomes)</b>	<b>Planned Cumulative Expenditures (Awarded Funds Only)</b>
<p>Continue with scale up and recertification of workers. By Q6, BSP will have certified 300 workers. BSP will assess performance over the prior quarters and adjust to meet objectives of grant. BSP will work with Data and Evaluation Specialist to report to labor-management partners impact of HRTP. Continue with regional LMCs in the East Bay, Sacramento and San Diego. Use industry landscape analysis from Q5 to address changing needs for</p>	\$117,391.75
<b>Quarter 7: July 1, 2022 - September 30, 2022</b>	
<p>BSP will continue to meeting with labor-management partners to identify buildings/workers to conduct training towards the 600 workers receiving recertification. As the project concludes, begin to develop a strong marketing campaign to highlight the impact of HRTP. Highlight the value of regional LMCs. Identify how to further engage building owners/property managers in the sustainability of HRTP and GJEP.</p>	\$117,391.75
<b>Quarter 8: October 1, 2022 - December 31, 2022</b>	
<p>By quarter 8, BSP anticipates having trained and certified 600 workers in GJEP 2.0. Fully experience in the delivery of multiple training methods. Establishment of LMCs in the East Bay, Sacramento and San Diego. Deeper engagement with building owners/property managers to elevate and insert the voice of workers in green building practices.</p>	\$117,391.75
<b>Total</b>	<b>\$ 939,134.00</b>

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

<b>Organization</b> <i>(List entities on your team)</i>	<b>Individuals with Expertise</b> <i>(Provide Name and Title)</i>	<b>Roles</b> <i>(Role within the Partnership)</i>	<b>Responsibilities</b> <i>(Specific tasks/duties expected to complete as a function of the role)</i>	<b>Match/ Leverage Amount</b> <i>(In-kind and/or Cash)</i>
<b>Required Partners</b>				
<b>Employers</b>				
American Building Maintenance (ABM)	Jim Alteiri, Vice President of Operations	Employer representative in LMC	Access to worksites and employees to deliver training, help form consensus on industry standards, participate in LMC and identify industry needs.	
DMS Facility Services	Loren Dotts, VP & General Manager	Employer representative in LMC	Access to worksites and employees to deliver training, help form consensus on industry standards, participate in LMC and identify industry needs.	
Able Services	Sam Shappiro	Employer representative in LMC	Access to worksites and employees to deliver training, help form consensus on industry standards, participate in LMC and identify industry needs.	
<b>Worker Representatives</b>				

SEIU-USWW	David Huerta	Labor Partner	Labor leaders with influence over collective bargaining agreement impacting career pathways. Providing in-kind support of training space + additional supportive services.	
SEIU-USWW	Denise Solis	Labor Partner	Labor leaders with influence over collective bargaining agreement impacting career pathways. Providing in-kind support of training space + additional supportive services.	
SEIU-USWW	Andrew Gross-Gaitan	Labor Partner	Labor leaders with influence over collective bargaining agreement impacting career pathways. Providing in-kind support of training space + additional supportive services.	
<b>Other Partners</b>				
<b>Environmental and Environmental Justice Organizations</b>				
United States Green Building Council (USGBC)	Ben Stapleton, Executive Director	Sustainability Field Expert and 3rd party-certifier for green training.	Industry leader with influence over industry standards for sustainability and building owners. USGBC proctor, accredit and distribute certification.	
<b>Non-Profit and Community Based Organizations</b>				
Building Skills Partnership (BSP)	Luis Sandoval, Interim Executive Director	Convener	Applicant of Grant with Fiduciary Responsibility for Project: Convener, Expansion + Delivery of Training, and Coordinator of H RTP.	\$517,487.35



<b>Community Colleges and Adult Education Schools</b>				
<b>Local Workforce Development Boards</b>				
<b>Other</b>				
Building Owners Management Association (BOMA-GLA)	Michele Ware, President	Building Owner Representative	Leverage influence and support from Building Owner/ Property Manager community to identify and establish industry standards, training opportunities, and career pathways	
				\$592,487.35

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

Budget Line Item	Admin*	In-House	Contracted	Grant Request Total	Leveraged/Match Amount	Total Funds	Source of Leverage/Match Fund	Type of Leverage/ Match Fund
1 Staff Salaries and Fringe Benefits								
2 Staff Travel								
<b>3 Operating Expenses</b>								
Facilities Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$74,880.00	\$74,880.00	SEIU-USWW	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
Office Supplies	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$8,000.00	\$10,000.00	BSP General Funds	<input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
Communications	\$0.00	\$4,000.00	\$0.00	\$4,000.00	\$46,800.00	\$50,800.00	SEIU-USWW, BSP General Funds	<input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$82,700.00	\$82,700.00	SEIU-USWW, BSP General Funds	<input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
<b>4 Equipment Purchases &amp; Furniture</b>								
Purchases	\$0.00	\$16,000.00	\$0.00	\$16,000.00	\$10,000.00	\$26,000.00	BSP General Funds	<input checked="" type="checkbox"/> Cash <input type="checkbox"/> In-Kind
Leases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
5 Instructional Materials and Supplies	\$0.00	\$52,000.00	\$0.00	\$52,000.00	\$10,000.00	\$62,000.00	BSP General Funds	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
6 Tuition Payments/Vouchers	\$0.00	\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
7 Training Costs	\$0.00	\$70,000.00	\$60,000.00	\$130,000.00	\$30,000.00	\$160,000.00	BSP General Funds	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
8 Work Experience Wages - WEX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
9 Supportive Services	\$0.00	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00	Foundation Support	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
10 Indirect Costs*	\$0.00			\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
11 Other Program Services	\$0.00	\$0.00	\$0.00	\$0.00	\$33,000.00	\$33,000.00	BSP General Funds	<input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind
<b>Budget Total</b>	<b>\$0.00</b>	<b>\$939,134.00</b>	<b>\$60,000.00</b>	<b>\$999,134.00</b>	<b>\$592,487.35</b>	<b>\$1,591,621.35</b>		

	Total Cost	Percentage
Admin & Indirect Costs Total*	\$0.00	0%
Program Total	\$999,134.00	100%
Grant Budget Total	\$999,134.00	100%

<b>Fiscal Agent:</b>	Building Skills Partnership
<b>Project Name:</b>	Green, Safe, and Healthy Jobs

**1. Staff Salaries and Benefits**

Job Titles of Staff; Roles and Responsibilities	Salaries (FTE x Monthly Salary x Months Allocated to Project)	Benefit %	Total Benefits (Salaries x Benefit %)	Total Salaries (Salaries + Benefits)
Interim Executive Director (Luis Sandoval): Leads conversations with labor-managements on career pathways.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Chief Operations Officer (Laura Medina): Coordinates engagement with industry, clients and labor statewide.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Northern CA Program and Policy Director (Sylvia Romo): Coordinates training delivery across Northern CA.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Workforce Development Coordinator (Mariel Estrada): Responsible for day-to-day implementation of all trianing and coordination in Northern CA.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Workforce Development Coordinator (Jocelyn Jimenez): Responsible for day-to-day	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
E-learning and Digital Equity Coordinator (proposed/open)	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Data and Evaluation Specalist: Provides support for data intake and evaluation for performance measures.	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
<b>Subtotal</b>				

Budget Line Item	Narrative Details	Budget Amount
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**2. Staff Travel**

**3. Operating Expenses**

<b>Facilities Rent</b>		\$0.00
<b>Office Supplies</b>	Pencils, pens, paper, etc.	\$2,000.00
<b>Communications</b>	Online communications/marketing	\$4,000.00
<b>Other</b>		\$0.00

**4. Equipment Purchases & Furniture**

<b>Purchases</b>	Tablets, projector and other hardware for training use	\$16,000.00
<b>Leases</b>		\$0.00

<b>5. Instructional Materials and Supplies</b>	Instructional materials and supplies, Exam and Certification @\$60 per participants x 300 per year	\$52,000.00
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<b>6. Tuition Payments/Vouchers</b>	Participants' stipends at \$125.00 x 300 participants for recertification a year	\$75,000.00
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<b>7. Training Costs</b>	Instructors and Peer to Peer Instructors	\$70,000.00
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<b>8. Work Experience Wages - WEX</b>		\$0.00
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<b>9. Supportive Services</b>		\$0.00
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<b>10. Indirect Costs</b>		\$0.00
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<b>11. Other Program Services</b>		\$0.00
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**Total Budget Amount of Awarded Fund: \$939,134.00**

<b>Fiscal Agent:</b>	Building Skills Partnership			
<b>Project Name:</b>	Green, Safe, and Healthy Jobs			
<b>Name of Contractor</b>	<b>Organization Type</b>	<b>Services Provided</b>	<b>Participants Served (If applicable)</b>	<b>Funds Allocated</b>
TBD-	Nonprofit/For-profit	Career pathway consultant (s) @ \$30,000		\$30,000.00
TBD-	Nonprofit/For-profit	E- Learning Platform @ \$30,000		\$30,000.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			<b>Total</b>	<b>\$60,000.00</b>



**Certification**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

Contractor/Bidder Firm Name (Print): Building Skills Partnership  
Federal ID Number: [REDACTED]  
Authorized by (Signature): [Signature]  
Printed Name and Title: Luis Sandoval, Interim Executive Director  
Date Executed: 8/30/2020  
Executed in County of: Los Angeles

**CONTRACTOR CERTIFICATION CLAUSES**

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:  
1) the dangers of drug abuse in the workplace;  
2) the person's or organization's policy of maintaining a drug-free workplace;  
3) any available counseling, rehabilitation and employee assistance programs; and,  
4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:  
1) receive a copy of the company's drug-free workplace policy statement; and,  
2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

**3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION:** Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

**4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT:** Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services

**5. EXPATRIATE CORPORATIONS:** Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

**6. SWEATFREE CODE OF CONDUCT:**

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website (<https://www.dir.ca.gov/>) and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. **DOMESTIC PARTNERS:** For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. **GENDER IDENTITY:** For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

## **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

1. **CONFLICT OF INTEREST:** Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1. No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2. No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1. For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2. For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

**2. LABOR CODE/WORKERS' COMPENSATION:** Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

**3. AMERICANS WITH DISABILITIES ACT:** Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

**4. CONTRACTOR NAME CHANGE:** An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

#### **5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:**

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.



6. **RESOLUTION:** A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

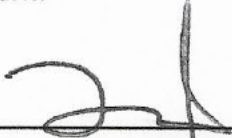
7. **AIR OR WATER POLLUTION VIOLATION:** Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. **PAYEE DATA RECORD FORM STD. 204:** This form must be completed by all contractors that are not another state agency or other governmental entity.



The undersigned in submitting this document hereby certifies the following:

I am aware of the provisions of section 3700 of the California Labor Code which requires every employer to be insured again liability for workers' compensation or to undertake self-insurance in accordance with such provision before commencing the performance of the work of this Agreement.

Signature: 

Name and Title (Print of Type): Luis Sandoval, Interim Executive Director

Date: 8/30/2020

Firm Name: Building Skills Partnership

Street Address: 828 W. Washington Blvd.

City, State, Zip: Los Angeles, CA, 90015

# State of California Secretary of State

## CERTIFICATE OF STATUS

ENTITY NAME:

BUILDING SKILLS PARTNERSHIP

FILE NUMBER: C2920609  
FORMATION DATE: 06/14/2007  
TYPE: DOMESTIC NONPROFIT CORPORATION  
JURISDICTION: CALIFORNIA  
STATUS: ACTIVE (GOOD STANDING)

I, ALEX PADILLA, Secretary of State of the State of California, hereby certify:

The entity is authorized to exercise all of its powers, rights and privileges in California.

This certificate relates to the status of the entity on the Secretary of State's records and does not reflect documents that are pending review or other events that may affect status.

No information is available from this office regarding the financial condition, status of licenses, if any, business activities or practices of the entity.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of June 13, 2020.

A handwritten signature in black ink, appearing to read 'Alex Padilla', written in a cursive style.

ALEX PADILLA  
Secretary of State

## BIDDER DECLARATION

**1. Prime bidder information (Review attached Bidder Declaration Instructions prior to completion of this form):**

- a.** Identify current California certification(s) (MB, SB, NVSA, DVBE): \_\_\_\_\_ or None  (If "None", go to Item #2)
- b.** Will subcontractors be used for this contract? Yes  No  (If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

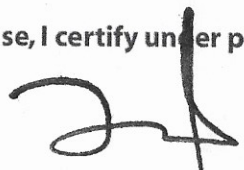
- c.** If you are a California certified DVBE: (1) Are you a broker or agent? Yes  No   
 (2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? Yes  No  N/A

**2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):**

Subcontractor Name, Contact Person, Phone Number & Fax Number	Subcontractor Address & Email Address	CA Certification (MB, SB, NVSA, DVBE or None)	Work performed or goods provided for this contract	Corresponding % of bid price	Good Standing?	51% Rental?
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

**CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information provided is true and correct.**

SIGNATURE: \_\_\_\_\_



DATE: 1/4/21



August 28, 2020

California Workforce Development Board  
800 Capitol Mall, Suite 1022  
Sacramento, CA 95814

**RE: LOW CARBON ECONOMY WORKFORCE PROGRAM**

To Whom It May Concern:

**ABM** is pleased to offer its full support to Building Skills Partnership (BSP) and its proposal for H RTP's Low Carbon Economy Workforce Program. **ABM** has been a longtime partner with BSP in developing and delivering workforce development training for our janitorial employees.

BSP programs and our ongoing partnership has offered valuable opportunities for learning and developing their skills to further their careers while also bringing value to our business. This partnership will continue to help **ABM** as a leader in its industry and bring more value to customers and to our community.

We look forward to working with BSP on continuing to offer these training opportunities as well as developing new trainings to equip our workers with the skills necessary for better job performance and career advancement opportunities

On behalf of our **ABM** team, we look forward to our ongoing partnership with Building Skills Partnership and supporting this H RTP project.

Sincerely,

**ABM | Business & Industry**

A handwritten signature in blue ink that reads 'James M. Altieri'.

James Altieri  
Vice President of Operations – Los Angeles

Thursday, August 27, 2020

California Workforce Development Board

800 Capitol Mall, Suite 1022

Sacramento, CA 95814

**RE: LOW CARBON ECONOMY WORKFORCE PROGRAM**

To whom it may concern:

**BOMA Greater Los Angeles (BOMA/GLA)** is pleased to offer its full support to Building Skills Partnership (BSP) and its proposal for H RTP's Low Carbon Economy Workforce Program. BOMA/GLA has been a longtime partner with BSP in developing and supporting workforce development training for janitorial workers in our buildings.

BOMA/GLA represents more than 2,000 commercial real estate professionals in the Los Angeles area, connecting them with the people, information, education, and resources they need to maximize effectiveness at every level of building management.

BSP programs and our ongoing partnership has offered valuable opportunities for learning and developing the skills of workers to further their careers, improve their lives, while also bringing value to our association. This partnership will continue to help BOMA/GLA as a leader in its industry and bring more value to customers and to our community.

We look forward to working with BSP in a collaborative effort to offer these training opportunities as well as developing new trainings to equip our workers with the skills necessary for better job performance and advancement opportunities in our buildings.

On behalf of BOMA/GLA, we look forward to our ongoing partnership with Building Skills Partnership and supporting this H RTP project.

Sincerely,



Michele Ware  
President  
BOMA Greater Los Angeles



1040 Arroyo Drive  
South Pasadena, CA 91030  
(626) 305-8500  
(800) 443-8677

August 28, 2020

California Workforce Development Board  
800 Capitol Mall, Suite 1022  
Sacramento, CA 95814

RE: LOW CARBON ECONOMY WORKFORCE PROGRAM

To whom it may concern:

DMS Facility Services is pleased to offer its full support to Building Skills Partnership (BSP) and its proposal for HRTF's Low Carbon Economy Workforce Program. DMS Facility Services has been a longtime partner with BSP in developing and delivering workforce development training for our janitorial employees.

DMS Facility Services has been in the building services business since 1969. Over the past 50+ years the company has experienced steady growth supported by long-term clients who have appreciated the direct, personalized attention and responsiveness of DMS management and supervision. DMS operates in major business markets across the nation, with our corporate headquarters in South Pasadena, California, and regional offices throughout California and in Phoenix, Arizona.

BSP programs and our ongoing partnership has offered valuable opportunities for learning and developing their skills to further their careers while also bringing value to our business. This partnership will continue to help DMS Facility Services as a leader in its industry and bring more value to customers and to our community.

We look forward to working with BSP on continuing to offer these training opportunities as well as developing new trainings to equip our workers with the skills necessary for better job performance and career advancement opportunities

On behalf of The DMS Facility Services team, we look forward to our ongoing partnership with Building Skills Partnership and supporting this HRTF project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Loren R. Dotts". The signature is fluid and cursive, with a long horizontal stroke at the beginning.

Loren R. Dotts  
Vice President & General Manager  
DMS Facility Services

August 28<sup>th</sup>, 2020

California Workforce Development Board  
800 Capitol Mall, Suite 1022  
Sacramento, CA 95814

**RE: LOW CARBON ECONOMY WORKFORCE PROGRAM**

To whom it may concern:

The Service Employees International Union (SEIU) is pleased to offer its full support to Building Skills Partnership (BSP) and its proposal for H RTP's Low Carbon Economy Workforce Program. (SEIU) has been a longtime partner with BSP in developing and supporting workforce development training for janitorial workers in in various office settings.

BSP programs and our ongoing partnership has created valuable opportunities for learning and developing the skills of our members to further their careers, improve their lives and engage in sustainability practices such as energy efficiency, water conservation, green cleaning and recycling in their workplace.

We look forward to working with BSP in a collaborative effort to continue these training opportunities as well as developing new trainings to equip our members with the skills necessary to deepen their understanding of workplace energy efficiency approaches and continuing advancement opportunities.

SEIU looks forward to our ongoing partnership with Building Skills Partnership and supporting this H RTP project.

Sincerely,

Jon Barton

Service Employees International Union

Director, Climate and Environmental Justice Program



# United Service Workers West



## Southern California

### Los Angeles

828 W. Washington Blvd. Los Angeles, CA 90015 (213) 284-7705  
(213) 284-7725 fax

### Orange County

1936 W. Chaparral Ave. Orange, CA 92868  
(657) 888-6647  
(714) 704-9102 fax

### San Diego

4001 El Cajon Blvd. Suite 211 San Diego, CA 92105 (619) 641-3050  
(619) 641-3055 fax

## Northern California

### Alameda

1650 Harbor Bay Parkway Suite 200 Alameda, CA 94502  
(510) 437-8100  
(800) 772-3326 toll free  
(510) 749-7008 fax

### San Jose

1010 Ruff Dr. San Jose, CA 95110  
(408) 280-7770  
(408) 280-7804 fax

### Sacramento

1555 River Park Dr. #203 Sacramento, CA 95815  
(916) 498-9505  
(916) 648-1905

[www.seiu-usww.org](http://www.seiu-usww.org)

August 27<sup>th</sup>, 2020

California Workforce Development Board  
800 Capitol Mall, Suite 1022  
Sacramento, CA 95814

## RE: LOW CARBON ECONOMY WORKFORCE PROGRAM

To whom it may concern:

SEIU- United Service Workers West is pleased to offer its full support to Building Skills Partnership (BSP) and its proposal for HRTF's Low Carbon Economy Workforce Program. SEIU-USWW has been working with BSP since its inception to develop workforce development training for janitors in partnership with employers and the Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA). This collaboration seeks to building upon its work that focuses on the green economy and provides training services to many underemployed and unemployed workers in the janitorial and maintenance field.

SEIU-USWW represents more than 40,000 janitors, security officers, airport service workers, and other property service workers across California. Property Services workers are janitors, security officers, maintenance and custodial workers, stadium and arena workers, window cleaners, and other workers who provide important services.

Janitors are the frontline representatives of building management and are in day-to-day contact with tenants, and responsible for building cleaning and more likely to provide consistent, quality service and a competitive advantage to management. Industry observers report that as building owners grow more dependent on real estate managers to add value to their investments, service quality becomes more important relative to cost – hence, janitors become an integral part of the fabric of delivering quality service and sustaining green buildings.

SEIU-USWW will continue to fully support BSP's role as a labor-management conveyor to move forward industry-wide workforce development initiatives. Furthermore, SEIU-USWW is committed to join in efforts to maximize the leveraging of additional resources and acquiring financial support from building owners and employers to provide additional training opportunities to property service workers.

Our support has a value of \$75,000 and can expand the service delivery to the targeted participants. (Note: this support has an in-kind value with no exchange of cash being made). It can help sustain their career development activities and help broaden the service provision throughout the region.

On behalf of SEIU-USWW, we look forward to supporting the project.

Sincerely,

David Huerta  
President



U.S. GREEN BUILDING COUNCIL LOS ANGELES

525 S. Hewitt St.  
Los Angeles, CA 90013  
(213) 689-9707 [usgbc-la.org](http://usgbc-la.org)

**2019-2021 BOARD OF DIRECTORS**

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Todd Lynch - UCLA Capital Programs, UCLA Architecture and Urban Design

Laura Mask - Rexford Industrial Realty

Edmund Novy - Fondation Infant Jesus

Melissa Sullivan - Cushman & Wakefield

Ryan Tinus - Hudson Pacific Properties

Jenny Whitson - Vanir Construction Management

**EXECUTIVE STAFF**

Ben Stapleton  
Executive Director

California Workforce Development Board  
800 Capitol Mall, Suite 1022  
Sacramento, CA 95814

**RE: LOW CARBON ECONOMY WORKFORCE PROGRAM**

To whom it may concern:

The U.S. Green Building Council - LA Chapter (USGBC-LA) is pleased to offer its full support to Building Skills Partnership (BSP) and its proposal for HRTP's Low Carbon Economy Workforce Program. USGBC-LA has been a longtime partner with BSP in developing and supporting workforce development training for janitorial workers in our buildings

USGBC-LA was founded in 2002, and with our team and more than 3,000 members, most of whom reside in the greater Los Angeles region, has extensive experience in providing energy program management, environmental education and training. USGBC-LA's mission is to accelerate all aspects of sustainability in the built environment.

BSP programs and our ongoing partnership has offered valuable opportunities for learning and developing the skills of workers to further their careers, improve their lives, while also bringing value to our business. This partnership will continue to help USGBC-LA as a leader in its industry and bring more value to customers and to our community.

We look forward to working with BSP in a collaborative effort to offer these training opportunities as well as developing new trainings to equip our workers with the skills necessary for better job performance and advancement opportunities in our buildings.

On behalf of our USGBC-LA team, we look forward to our ongoing partnership with Building Skills Partnership and supporting this HRTP project.

Sincerely,

**Ben Stapleton, Executive Director  
USGBC-LA**

STATE OF CALIFORNIA  
**AGREEMENT SUMMARY**

STD 215 (Rev. 04/2020)

AGREEMENT NUMBER [REDACTED]	AMENDMENT NUMBER
--------------------------------	------------------

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED

1. CONTRACTOR'S NAME Building Skills Partnership		
3. AGENCY TRANSMITTING AGREEMENT California Workforce Development Board/EDD	4. DIVISION, BUREAU, OR OTHER UNIT Contract Services Group	
6a. CONTRACT ANALYST NAME Amy Chen	6b. EMAIL Amy.Chen@edd.ca.gov	6c. PHONE NUMBER (916) 657-5158

7. HAS YOUR AGENCY CONTRACTED FOR THESE SERVICES BEFORE?

No     Yes (If Yes, enter prior Contractor Name and Agreement Number)

PRIOR CONTRACTOR NAME

PRIOR AGREEMENT NUMBER

8. BRIEF DESCRIPTION  
 Subvention Grant - [REDACTED]

9. AGREEMENT OUTLINE (Include reason for Agreement: Identify specific problem, administrative requirement, program need or other circumstances making the Agreement necessary; include special or unusual terms and conditions.)

The CWDB's High Road vision is a strategic and comprehensive state approach to jobs and training across climate and technology impacted industries. It relies on strong regional, industry sector-based partnership among management, workers, government, and community. Project will 1) Focus on developing/implementing quality jobs and career advancement in industries driving regional employment, with companies that value investing in worker skills, just and safe working conditions, income mobility, and long term returns to communities; 2) Support planning and implementation with workers and management at the table, jointly assessing current workforce gaps and jointly addressing future change; 3) Invest in equity—connecting low-income communities and programs that serve disadvantaged workers to pathways to quality jobs; and 4) Focus on sectors and occupations on the front lines of California's transition to a carbon neutral economy. Because long-term, low-wage work is a problem, project and investment will build systems to promote access and advancement to better-paying jobs by focusing on industry as an organizing principle, and building partnerships that develop skills employers need in ways that secure stronger economic opportunity for low-income workers.

10. PAYMENT TERMS (More than one may apply)

- Monthly Flat Rate     Quarterly     One-Time Payment     Progress Payment  
 Itemized Invoice     Withhold \_\_\_\_\_ %     Advanced Payment Not To Exceed  
 Reimbursement / Revenue \_\_\_\_\_ or \_\_\_\_\_ %  
 Other (Explain)

11. PROJECTED EXPENDITURES

FUND TITLE	ITEM	FISCAL YEAR	CHAPTER	STATUTE	PROJECTED EXPENDITURES
[+] - GGRF	7120-101-3228	19/20	023	2019	\$939,134.00
[+] -					
[+] -					
[+] -					
[+] -					
OBJECT CODE 004/460-44060-701				<b>AGREEMENT TOTAL</b>	<b>\$939,134.00</b>

STATE OF CALIFORNIA  
**AGREEMENT SUMMARY**

STD 215 (Rev. 04/2020)

AGREEMENT NUMBER [REDACTED]	AMENDMENT NUMBER
--------------------------------	------------------

OPTIONAL USE

AMOUNT ENCUMBERED BY THIS DOCUMENT  
 \$939,134.00

PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT

*I certify upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.*

TOTAL AMOUNT ENCUMBERED TO DATE  
 \$939,134.00

ACCOUNTING OFFICER'S SIGNATURE <i>Yong Yu</i>	ACCOUNTING OFFICER'S NAME (Print or Type) Yong Yu	DATE SIGNED 03/08/2021
--------------------------------------------------	------------------------------------------------------	---------------------------

12. AGREEMENT

AGREEMENT	TERM FROM	TERM THROUGH	TOTAL COST OF THIS TRANSACTION	BID, SOLE SOURCE, EXEMPT
Original	4/01/2021	3/31/2023	\$939,134.00	NOT BID - Subvention Grant
+ - Amendment 1				
<b>TOTAL</b>			\$939,134.00	

13. BIDDING METHOD USED

- Request for Proposal (RFP) (Attach justification if secondary method is used)
  Use of Master Service Agreement  
 Invitation for Bid (IFB)
  Exempt from Bidding (Give authority for exempt status)
  Sole Source Contract (Attach STD. 821)  
 Other (Explain) [REDACTED]

Note: Proof of advertisement in the State Contracts Register or an approved form STD. 821, Contract Advertising Exemption Request, must be attached

14. SUMMARY OF BIDS (List of bidders, bid amount and small business status) (If an amendment, sole source, or exempt, leave blank)

15. IF AWARD OF AGREEMENT IS TO OTHER THAN THE LOWER BIDDER, EXPLAIN REASON(S) (If an amendment, sole source, or exempt, leave blank)

16. WHAT IS THE BASIS FOR [REDACTED] THAT THE PRICE OR RATE IS REASONABLE?

Research and CWDB RFA [REDACTED]

17a. JUSTIFICATION FOR CONTRACTING OUT (Check one)

- Contracting out is based on cost savings per Government Code 19130(a). The State Personnel Board has been so notified.
  Contracting out is justified based on Government Code 19130(b). When this box is checked, a completed JUSTIFICATION - CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 547.60 must be attached to this document.  
 Not Applicable (Interagency / Public Works / Other Subvention)

17b. EMPLOYEE BARGAINING UNIT NOTIFICATION

- By checking this box, I hereby certify compliance with Government Code section 19132(b)(1).

AUTHORIZED SIGNATURE <i>Emily Sunahara</i>	SIGNER'S NAME (Print or Type) Emily Sunahara	DATE SIGNED 3/10/21
-----------------------------------------------	-------------------------------------------------	------------------------


18. FOR AGREEMENTS IN EXCESS OF \$5,000: Has the letting of the agreement been reported to the Department of Fair Employment and Housing? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	22. REQUIRED RESOLUTIONS ARE ATTACHED <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A
19. HAVE CONFLICT OF INTEREST ISSUES BEEN IDENTIFIED AND RESOLVED AS REQUIRED BY THE STATE CONTRACT MANUAL SECTION 7.10? <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	
20. FOR CONSULTING AGREEMENTS: Did you review any contractor evaluations on file with the DGS Legal Office? <input type="checkbox"/> None on file <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	
21. IS A SIGNED COPY OF THE FOLLOWING ON FILE AT YOUR AGENCY FOR THIS CONTRACTOR? A. Contractor Certification Clauses <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A B. STD 204 Vendor Data Record <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	23. IS THIS A SMALL BUSINESS AND/OR A DISABLED VETERAN BUSINESS CERTIFIED BY DGS? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes SB/DVBE Certification Number: _____

24. ARE DISABLED VETERANS BUSINESS ENTERPRISE GOALS REQUIRED? (If an amendment, explain changes if any)  
 Subvention Grant Award  No (Explain below)  Yes \_\_\_\_\_ % of Agreement

**AGREEMENT SUMMARY**

STD 215 (Rev. 04/2020)




AGREEMENT NUMBER 	AMENDMENT NUMBER
--------------------------------------------------------------------------------------------------------	------------------

25. IS THIS AGREEMENT (WITH AMENDMENTS) FOR A PERIOD OF TIME LONGER THAN THREE YEARS?

No

Yes (If Yes, provide justification below)

*I certify that all copies of the referenced Agreement will conform to the original agreement sent to the Department of General Services.*

SIGNATURE 	NAME/TITLE (Print or Type) Amy Chen/SSA	DATE SIGNED
------------------------------------------------------------------------------------------------	--------------------------------------------	-------------

**AGREEMENT SUMMARY**

STD 215 (Rev. 04/2020)



AMENDMENT NUMBER
------------------

**JUSTIFICATION - CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 547.60**

In the space provided below, the undersigned authorized state representative documents, with specificity and detailed factual information, the reasons why the contract satisfies one or more of the conditions set forth in Government Code section 19130(b). Please specify the applicable subsection. Attach extra pages if necessary.

N/A

*The undersigned represents that, based upon his or her personal knowledge, information or belief the above justification correctly reflects the reasons why the contract satisfies Government Code section 19130(b).*

SIGNATURE	NAME/TITLE(Print or Type)	DATE SIGNED	
PHONE NUMBER	STREET ADDRESS		
EMAIL	CITY	STATE	ZIP

MEMORANDUM

DATE: 01/08/21

TO: Employment Development Department, Contract Services Group

FROM: California Workforce Development Board

RE: High Road Training Partnerships: Low Carbon Economy Workforce Program Contract Request

There will be one contract for each of the 11 awarded recipients awarded under RFA [REDACTED] with funding coming from Fiscal Year 19-20. The year and specific funding amounts are noted in Section 5 of the DE 7409 forms. The citations below are from the Budget Act of 2019 (with additional background/narrative from the Environmental Protection section of the 19-20 enacted budget summary) and Senate Bill 109 which extended encumbrance to June 30, 2021.

[Budget Act of 2019 \(AB 74\)](#)

7120-001-3228—For support of California Workforce Development Board, payable from the Greenhouse Gas Reduction Fund .....	5,000,000
------------------------------------------------------------------------------------------------------------------------------	-----------

Schedule:

6040-California Workforce Development Board	
(1) .....	5,000,000

Provisions:

The funds appropriated in this item shall be used to support apprenticeship and job training programs for workers and disadvantaged individuals consistent with the State Strategic Workforce Development Plan, including support for training opportunities necessary to

transition the state’s workforce to a low carbon economy.

7120-101-3228—For local assistance, California Workforce Development Board, payable from the Greenhouse Gas Reduction Fund ..... 30,000,000

Schedule:

6040-California Workforce Development Board  
(1) ..... 30,000,000

Provisions:

The funds appropriated in this item shall be used to support apprenticeship and job training programs for workers and disadvantaged individuals consistent with the State Strategic Workforce Development Plan, including support for training opportunities necessary to transition the state’s workforce to a low carbon economy.

[2019-2020 Enacted Budget Summary](#)

Preparing Workers for a Carbon-Neutral Economy

An increase of \$165 million over five years for the Workforce Development Board for two key areas: (1) targeted multi-craft pre-apprenticeship programs to increase access to careers in the fast-growing construction industry, which is necessary to build the infrastructure needed for climate resiliency and a carbon-neutral economy; and (2) an expanded High Road Training Partnership program to foster connections among employers, workers, and communities to analyze climate- and technology-related occupational changes, develop skills training solutions, and promote strategies that support more resilient economies in specific regions across the state. This work will be statewide, but will include a focus on areas and industries that have been traditionally dependent on fossil fuels, including Kern County, as California transitions to a carbon-neutral economy.



[Senate Bill 109](#)

**SEC. 81.**

Item 7120-001-3228 of Section 2.00 of the Budget Act of 2019 is amended to read:

7120-001-3228—For support of California Workforce Development Board, payable from the Greenhouse Gas Reduction Fund  
..... 5,000,000

Schedule:

	6040-California Workforce Development Board	
(1)	.....	5,000,000

Provisions:

The funds appropriated in this item shall be used to support apprenticeship and job training programs for workers and disadvantaged individuals consistent with the State Strategic Workforce Development Plan, including support for training opportunities necessary to transition the state’s workforce to a low carbon economy.

The funds appropriated in this item shall be available for encumbrance or expenditure until June 30, 2021.

**SEC. 82.**

Item 7120-101-3228 of Section 2.00 of the Budget Act of 2019 is amended to read:

7120-101-3228—For local assistance, California Workforce Development Board, payable from the Greenhouse Gas Reduction Fund ..... 30,000,000

Schedule:

	6040-California Workforce Development Board	
(1)	.....	30,000,000

Provisions:

The funds appropriated in this item shall be used to support apprenticeship and job training programs for workers and disadvantaged individuals consistent with the State Strategic Workforce Development Plan, including support for training opportunities necessary to transition the state's workforce to a low carbon economy.

The funds appropriated in this item shall be available for encumbrance or expenditure until June 30, 2021.

# CONTRACT REQUEST

**TO:** Contract Services Group, MIC 62-C, Room 2099 Phone: 916-654-9573 Fax: 916-657-4391

**FROM:** Requestor/Title: Mayra Fernandez/Program Manager Division/Branch: CWDB  
 (MIC): 45 Phone: 916-657-1449 E-mail: Mayra.Fernandez@cwdb.ca.gov  
 (Individual to contact for questions)

**1. Type of Contract Request:**

- New Contract** (If a renewal, Prior Year Contract Number: \_\_\_\_\_)
- Amendment** (Current Contract Number: \_\_\_\_\_)  
 Amendment No.: \_\_\_\_\_ Amendment Amount: \$ \_\_\_\_\_ Amendment Term: \_\_\_\_\_

**Listed below are approximate lead times needed to prepare your agreement.**

- Interagency Agreement (12-18 weeks)
- Reimbursable Agreement (12-18 weeks)
- Services under \$10,000 (4-6 weeks)
- Subgrant (4-5 months)
- Other
- Non-Competitive Bid (4-7 months)
- Leveraged Procurement Agreement (4-5 months)
- Invitation for Bid (4-5 months)
- Request for Proposal (4-5 months)
- SB/DVBE Option (3-5 months)

**DESCRIPTIONS OF THE MOST COMMONLY USED TYPES OF AGREEMENTS CAN BE FOUND IN  
[SECTION 5-5050\(g\)](#) OF THE OFFICE MANAGEMENT HANDBOOK (OMH)**

The contract or amendment must be processed as a Non-Competitive Bid (NCB), if any of the following apply:

- Only **one** Contractor is being allowed the opportunity to bid on the contract/amendment (certain exemptions may apply; contact the Contract Services Group [CSG] for more info).
- Scope of the original contract **significantly** changes (applies to amendments only).
- Total contract dollar amount increases by 30% or more for non-IT contract amendments, or by **any** amount for IT contract amendments.
- Amendment increases both the contract term **and** dollar amount.

If NCB, attach the [DGS NCB Justification Form](#) or the [DGS/OTech NCB Justification Form](#) with your request. (NCBs do not apply to Interagency or Reimbursable Agreements. The DGS form is to be used for all non-IT goods/services agreements. The DGS/OTech form is for use on all reportable telecommunication and IT goods/services agreements. Information on reportable telecommunication and IT good/services can be found in sections 4819.37 and 4819.39 of the [State Administrative Manual](#).)

**Detailed Specifications and the Budget Detail must be attached with this request. Failure to attach these items may result in a delay in processing your request.**

<p><b>2. Contract Term:</b>          Begin: <u>04/01/2021</u> End: <u>3/31/2023</u></p>	<p><b>3. Total Contract Amount:</b> <input checked="" type="checkbox"/> Firm <input type="checkbox"/> Estimated          (Including amendment[s]) \$ <u>939,134.00</u></p>
---------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**4. Type of Service:** Subvention Grant

**5. Fiscal Year Breakdown (e.g. FY 2015/16 205/100-04520-734) (Attach additional page if needed)**

Fiscal Year	Project Code	Activity Code	Cost Center (5-digit)	Expense Code	Dollar Amount
<u>19-20</u>	<u>004</u>	<u>460</u>	<u>44060</u>	<u>701</u>	<u>\$939,134.00</u>

**6. EDD Contract Monitor:** *(This is the person who will oversee the contract.) (Must take Contract Monitor Training)*  
Name: Mayra Fernandez  
Title: Program Manager, SSMI  
Address/MIC: 800 Capitol Mall, Ste 1022  
City/State/ZIP: Sacramento, CA 95814  
Phone: 916-657-1449 Fax: \_\_\_\_\_  
E-mail: Mayra.Fernandez@cwdb.ca.gov  
Branch: CWDB  
Division: Program Implementation

**7. Contractor Information:**  
Firm/Org./Agency: Building Skills Partnership  
Address: 828 W. Washington Blvd.  
City/State/ZIP: Los Angeles, CA 90015  
Signatory Authority: Luis Sandoval  
Title: Interim Executive Director  
Contact Person Name: Christian Valdez  
Phone: 650-520-4785 Fax: \_\_\_\_\_  
E-mail: cvaldez@buildingskills.org  
Federal I.D. No. (State Agencies exempt): \_\_\_\_\_

**8. What is the purpose of the Contract?** *(Why are these services needed? Identify program need or other circumstances making the contract necessary. Explain any special or unusual terms or conditions. Indicate if the services are a mandate, directive, etc.)*

The CWDB's High Road vision is a strategic and comprehensive state approach to jobs and training across climate and technology impacted industries. It relies on strong regional, industry sector-based partnership among management, workers, government, and community. Project will 1) Focus on developing/implementing quality jobs and career advancement in industries driving regional employment, with companies that value investing in worker skills, just and safe working conditions, income mobility, and long term returns to communities; 2) Support planning and implementation with workers and management at the table, jointly assessing current workforce gaps and jointly addressing future change; 3) Invest in equity-connecting low-income communities and programs that serve disadvantaged workers to pathways to quality jobs; and 4) Focus on sectors and occupations on the front lines of California's transition to a carbon neutral economy. Because long-term, low-wage work is a problem, project and investment will build systems to promote access and advancement to better-paying jobs by focusing on industry as an organizing principle, and building partnerships that develop skills employers need in ways that secure stronger economic opportunity for low-income workers.

**8a. What is the purpose of the Amendment?** *(Why is it needed? What is being amended? Identify program need or other circumstances making the amendment necessary. Explain any special or unusual terms or conditions. Indicate if the services are a mandate, directive, etc.)*

N/A

**9. Is this contract request submitted in accordance with the lead times required to process your request as listed in Item #1?**  Yes  No

**If NO, your request is considered late. Provide specific justification why your contract request is late.**

Solicitation and award process took longer than anticipated. We have communicated to projects/grantees that contracts will not be executed by 1/1/2021 and to plan on a project start that's in accordance with the subgrant lead times outlined on this form.

**10. What are the ramifications of not having this contract?**

The CWDB is charged with developing and implementing program policy. Without this contract, the CWDB will be unable to properly expend and administer its allocation, as required by statute.

**11. If this contract, with amendment(s), is longer than three years, provide justification.**

N/A

**12. Include any specialty requirements (e.g., licenses, certifications).**

N/A

**13. Invoices:**  Monthly  Quarterly  Payment Withhold/Deliverables  Upon Completion of Work  
 Other: \_\_\_\_\_

**Submit Invoices to:** (individual who will approve the payment)

Name: Mayra Fernandez Title: Program Manager MIC: 45

Department: CWDB Phone: 916-657-1449 E-mail: Mayra.Fernandez@cwdb.ca.gov

Address: 800 Capitol Mall, Ste. 1022 City/State/Zip: Sacramento, CA 95814

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### **Contract Request Approval:**

Signature: \_\_\_\_\_ Emily Sunahara \_\_\_\_\_ 01/05/2021  
Division Chief Date

Emily Sunahara/Fiscal and Business Serv Manager  
Printed/Typed Name of Division Chief

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## **Standards for Use of Personal Service Contracts**

A "Personal Service Contract" is defined as any contract, requisition, Purchase Order, etc. (except Public Works contracts), under which labor or personal services is a significant, separately identifiable element. The business or person performing these contractual services must be an independent contractor and does not have status as an employee of the state. A "cost savings-based Personal Service Contract" is any Personal Service Contract proposed to achieve cost savings and subject to the provisions of Government Code, Section 19130(a).

***Before deciding to contract for personal services, as a requestor or initiator of a contract, it must meet one of the following criteria and provide justification to support the selection:***

19130(a): Personal services contracting is permissible to achieve cost savings when specific conditions are met. This would require an 11-Point Analysis as required by law for CalHR approval and union review. (This may add an additional 30-60 days to the contract process.);

**OR**

19130(b): Personal services contracting also shall be permissible when any of the following conditions can be met:  
***(Please check the condition that applies)***

- 1. The functions contracted are exempted from civil service by Section 4 of Article VII of the California Constitution, which describes exempt appointments.
- 2. The contract is for a new state function and the Legislature has specifically mandated or authorized the performance of the work by Independent Contractors.
- 3. The services contracted are not available within civil service, cannot be performed satisfactorily by civil service employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the civil service system.
- 4. The services are incidental to a contract for the purchase or leases of real or personal property. Contracts under this criterion, known as "service agreements," shall include, but not be limited to, agreements to service or maintain office equipment or computers that are leased or rented.
- 5. The legislative, administrative, or legal goals and purposes cannot be accomplished through the utilization of persons selected pursuant to the regular civil service system. Contracts are permissible under this criterion to protect against a conflict of interests or to insure independent and unbiased findings in cases where there is a clear need for a different, outside perspective. These contracts shall include, but not be limited to, obtaining expert witnesses in litigation.
- 6. The nature of the work is such that the Government Code standards for emergency appointments apply. These contracts shall conform with Article 8 (commencing with Section 19888) of Chapter 2.5 of Part 2.6.
- 7. State agencies need private counsel because a conflict of interest on the part of the Attorney General's office prevents it from representing the agency without compromising its position. These contracts shall require the written consent of the Attorney General, pursuant to Section 11040.

- 8. The Contractor will provide equipment, materials, facilities, or support services that could not be feasibly provided by the state in the location where the services are to be performed.
- 9. The Contractor will conduct training courses for which appropriately qualified civil service instructors are not available, provided that permanent instructor positions in academies or similar settings shall be filled through civil service appointment.
- 10. The services are of such of an urgent, temporary, or occasional nature that the delay incumbent in their implementation under civil service would frustrate their very purpose.

**Justification Detail REQUIRED** (Explain why the checked condition(s) apply and why the services cannot be performed by a civil service employee. Include specific and detailed factual information that demonstrates how the contract meets one or more of the conditions specified in GC §19130(b). Provide all documentation that supports the use of this provision. Do not simply recite the statute.)

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**Personal Service Contracts \$25,000 or More**

**Branch Deputy Director’s signature must be obtained prior to submission of the DE 7409 to BOPSD for processing.**

**By signing off on this request, I hereby certify there is no state employee within the EDD or other state agencies that can perform the work as required in this request.**

- Approved                       Disapproved

\_\_\_\_\_  
(Deputy Director Signature)

\_\_\_\_\_  
(Printed/Typed Name/Title/Branch)

\_\_\_\_\_  
(Date Signed)