

CETS #:	28792
Agency Reference #:	

AMENDMENT # 01

TO INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

Between the State of Nevada
Acting By and Through Its

Public Entity #1:	Governor's Office of Economic Development
Address:	808 W. Nye Lane
City, State, Zip Code:	Carson City, NV 89703
Contact:	Karsten Heise
Phone:	775-687-9902
Email:	kheise@goed.nv.gov

Public Entity #2:	Carson City Library, Board of Trustees
Address:	900 N. Roop Street
City, State, Zip Code:	Carson City, NV 89701
Contact:	Joy Holt
Phone:	775-283-7554
Email:	jholt@carson.org

Public Entity #3:	Carson City, a consolidated municipality, a political subdivision of the State of Nevada
Address:	201 N. Carson Street
City, State, Zip Code:	Carson City, NV 89701
Contact:	Carol Akers
Phone:	775-283-7362
Email:	cakers@carson.org

1. **AMENDMENTS.** For and in consideration of mutual promises and other valuable consideration, all provisions of the original Contract dated 06/11/2024, attached hereto as Exhibit A, remain in full force and effect with the exception of the following:

A. Provide a brief explanation for contract amendment.

This is the first amendment to the original contract which provides a workforce training program targeting Nevada's difficult to reach or nearly unreachable populations with a focus on underserved communities, like minorities, women, and re-entry youth and adults. This amendment extends the termination date from September 30, 2026 to September 30, 2027 and increases the maximum amount from \$1,472,028 to 2,066,316 due to the continued need for these services.

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B. Current Contract Language:

3. CONTRACT TERM. This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 4, Termination*.

Effective From:	Upon approval by the BOE	To:	September 30, 2026
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6. INCORPORATED DOCUMENTS. The parties agree that this Contract, inclusive of the following Attachments, specifically describes the Scope of Work. This Contract incorporates the following Attachments in descending order of constructive precedence:

ATTACHMENT A:	SCOPE OF WORK AND DELIVERABLES
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Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

7. CONSIDERATION. The parties agree that the services specified in *Section 6, Incorporated Documents* at a cost as noted below:

Total Contract or installments payable at:	As invoiced by the vendor and approved by the State
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Total Contract Not to Exceed:	\$1,472,028
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Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

C. Amended Contract Language:

3. CONTRACT TERM. This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 4, Termination*.

Effective From:	Upon approval by the BOE	To:	September 30, 2027
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6. INCORPORATED DOCUMENTS. The parties agree that this Contract, inclusive of the following Attachments, specifically describes the Scope of Work. This Contract incorporates the following Attachments in descending order of constructive precedence:

ATTACHMENT B:	SCOPE OF WORK AND BUDGET
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Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

CETS #:	28792
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7. CONSIDERATION. The parties agree that the services specified in *Section 6, Incorporated Documents* at a cost as noted below:

Total Contract or installments payable at:	As invoiced by the vendor and approved by the State
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Total Contract Not to Exceed:	\$2,066,316
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Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

2. **INCORPORATED DOCUMENTS.** Exhibit A (original Contract) is attached hereto, incorporated by reference herein and made a part of this amended contract.
3. **REQUIRED APPROVAL.** This amendment to the original Contract shall not become effective until and unless approved by the Nevada State Board of Examiners.

EXHIBIT A

RECEIVED

By Mason Weber at 11:52 am, Jun 14, 2024

CETS #:

28792

INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

A Contract Between the State of Nevada
Acting by and through its

Public Entity #1:	Governor's Office of Economic Development
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Address:	201 N. Carson Street
City, State, Zip Code:	Carson City, Nevada 89701
Contact:	Carol Akers
Phone:	775-283-7362
Email:	cakers@carson.org

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, it is deemed that the services hereinafter set forth are both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party.
2. **DEFINITIONS**

TERM	DEFINITION
State	The State of Nevada and any State agency identified herein, its officers, employees and immune contractors.

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TERM	DEFINITION
Contracting Entity	The public entities identified above.
Fiscal Year	The period beginning July 1 st and ending June 30 th of the following year.
Contract	Unless the context otherwise requires, 'Contract' means this document titled Interlocal Contract Between Public Agencies and all Attachments or Incorporated Documents.

3. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 4, Termination*.

Effective From:	Upon approval by the BOE	To:	September 30, 2026
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4. **TERMINATION.** This Contract may be terminated by either party prior to the date set forth in *Section 3, Contract Term*, provided that a termination shall not be effective until **30** days after a party has served written notice upon the other party. This Contract may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Contract shall be terminated immediately if for any reason State and/or federal funding ability to satisfy this Contract is withdrawn, limited, or impaired.
5. **NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (a) by delivery in person; (b) by a nationally recognized next day courier service, return receipt requested; or (c) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or email to the address(es) such party has specified in writing.
6. **INCORPORATED DOCUMENTS.** The parties agree that this Contract, inclusive of the following Attachments, specifically describes the Scope of Work. This Contract incorporates the following Attachments in descending order of constructive precedence:

ATTACHMENT A:	SCOPE OF WORK AND DELIVERABLES
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Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

7. **CONSIDERATION.** The parties agree that the services specified in *Section 6, Incorporated Documents* at a cost as noted below:

Total Contract or installments payable at:	As invoiced by the vendor and approved by the State
--	---

Total Contract Not to Exceed:	\$1,472,028
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Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

8. **ASSENT.** The parties agree that the terms and conditions listed in the incorporated Attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.
9. **INSPECTION & AUDIT**

- A. **Books and Records.** Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all State and federal regulations and statutes.
- B. **Inspection & Audit.** Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.
- C. **Period of Retention.** All books, records, reports, and statements relevant to this Contract must be retained a minimum three years and for five years if any federal funds are used in this Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.
10. **BREACH- REMEDIES.** Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to a prevailing party reasonable attorneys' fees and costs. It is specifically agreed that reasonable attorneys' fees shall not exceed \$150.00 per hour.
11. **LIMITED LIABILITY.** The parties will not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Actual damages for any State breach shall never exceed the amount of funds which have been appropriated for payment under this Contract, but not yet paid, for the fiscal year budget in existence at the time of the breach.
12. **FORCE MAJEURE.** Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, acts of public enemy, acts of terrorism, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.
13. **INDEMNIFICATION.** Neither party waives any right or defense to indemnification that may exist in law or equity.
14. **INDEPENDENT PUBLIC AGENCIES.** The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to this Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or constructed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.
15. **WAIVER OF BREACH.** Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.
16. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.
17. **ASSIGNMENT.** Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.

18. **OWNERSHIP OF PROPRIETARY INFORMATION.** Unless otherwise provided by law any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.
19. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.
20. **CONFIDENTIALITY.** Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Contract.
21. **FEDERAL FUNDING.** In the event, federal funds are used for payment of all or part of this Contract, the parties agree to comply with all applicable federal laws, regulations and executive orders, including, without limitation the following:
 - A. The parties certify, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to Executive Orders 12549 and 12689 and Federal Acquisition Regulation Subpart 9.4, and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.
 - B. The parties and its subcontractors shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder, including 28 C.F.R. Section 35, inclusive, and any relevant program-specific regulations.
 - C. The parties and its subcontractors shall comply with the requirements of the Civil Rights Act of 1964 (P.L. 88-352), as amended, the Rehabilitation Act of 1973 (P.L. 93-112), as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions.)
 - D. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended. Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
22. **PROPER AUTHORITY.** The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in *Section 6, Incorporated Documents*.
23. **GOVERNING LAW – JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract.
24. **ENTIRE AGREEMENT AND MODIFICATION.** This Contract and its integrated Attachment(s) constitute the entire agreement of the parties and as such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated Attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such Attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the Office of the Attorney General.

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IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

Thomas J. Burns 5/7/2024 Executive Director, GOED
 Thomas J. Burns Date Title

[Signature] 5/6/2024 Library Director
 Public Entity #2 Authorized Signature Date Title

[Signature] 5/2/24 Mayor
 Public Entity #3 Authorized Signature Date Title

[Signature] APPROVED BY BOARD OF EXAMINERS
 Signature – Board of Examiners

On: JUN 11 2024
 Date

Approved as to form by:

David Newton 5/6/24
 Deputy Attorney General for Attorney General On: Date

ATTACHMENT A
Scope of Work and Deliverables

GOED INDIVIDUAL CAREER MAPPING AND TRAINING DELIVERY MODEL
PROGRAM

1. Glossary

GOED	Governor's Office of Economic Development
SWDP	Senior Workforce Development Professional (Program Officer)
ICM	Individual Career Mapping
VR	Virtual Reality
CID	Career Information Database
NVCE	Nevada Career Explorer
STEM	Science Technology Engineering and Math
CCL	Carson City Library
NLLD	North Las Vegas Library District
DETR	Department of Employment Training and Rehabilitation
OWINN	Office of Workforce Innovation

2. Problem Statement

Nevada's difficult to reach or even nearly unreachable populations often lack awareness or accessibility to workforce training, facing barriers like limited resources, information gaps, and a disconnect from educational opportunities essential for professional development. Jobs with living wages meet immediate needs, while careers provide upward mobility, long-term growth, and professional development opportunities. Yet, it is difficult to convey to job seekers the importance of acquiring new skills to remain relevant in automated work environments. Many individuals do not fully comprehend the rapid changes in job requirements, hindering their understanding of the direct link between skill acquisition and career resilience.

Perceived complexities, lack of awareness, and stigma can deter people from choosing community college, impacting their educational opportunities and prospects. Additionally, potential students might underestimate the transformative impact of upskilling on their careers, leading to a lack of motivation to engage with community college offerings.

3. Goals of the Agreement

Through strategic cooperation involving space and financial resources (for GOED-seeded projects) a Senior Workforce Development Professional (SWDP) can bring their work into local libraries. In-house residency offers a place where library information professionals and the community alike can learn from a SWDP and the SWDP can learn from information professionals and the community.

The Carson City Library is one of two of the first of Nevada's public libraries, to host a GOED Strategic Workforce Program-in-Residence Partner. The SWD Professional-in-Residency will occupy and invigorate space at the Carson City Library

and expand Carson City Library patron access to career information using virtual reality (VR), expand an existing community of practice, and demonstrate the implementation of an Individual Career Map (ICM) process using precision navigation resources for underserved communities, like minorities and women and re-entry youth and adults.

Importantly, an evaluation framework measures how local library professionals grow and develop in relation to three domains that directly align workforce and social service priorities identified by the community of practice partners, with a focus on public libraries. Each domain includes a primary goal, and each goal includes specific targeted outcomes critical to public library workforce development programs. These intended outcomes are directly linked to the support systems and activities carried out by the GOED's Strategic Workforce Program-in-Residence priorities are the basic building blocks of the entire framework.

Domain 1. ADVANCE LABOR MARKET LITERACY REFERENCE SERVICES

GOAL: Nurture the peer-to-peer learning process for Individual Career Mapping (ICM) to bolster career services programs and information resources. From the critical early stages of crafting programs and program outreach development, through completed program offerings and evaluation, peer-to-peer learning drives impact.

ANTICIPATED OUTCOMES:

GOED's Strategic Workforce Program-in-Residence professional coaching of library adult services and technical services staff, so that library patron career-seeker audiences gain understanding of the value of career and workforce services at the library.

GOED's Strategic Workforce Program-in-Residence staff can talk about their work, answer questions and invite others into the library-centered workforce development ecosystem.

GOED's Strategic Workforce Program-in-Residence professional collaboration with public library career services staff supports the advancement of their professional development.

GOED's Strategic Workforce Program-in-Residence professional sharing of information within the statewide public library community, using the Carson City Library and North Las Vegas Library District career services programs as a resource for replication, continues Carson City Library and North Las Vegas Library District's position as a national leaders in career focused library services.

Domain 2. COMMUNITY ENGAGEMENT

GOAL: Cultivate high-quality, consistent career services for public library patrons to experience.

ANTICIPATED OUTCOMES:

GOED's Strategic Workforce Program-in-Residence programs connect the work

more directly with libraries serving “the Program’s” population groups. GOED’s Strategic Workforce Program-in-Residence precision career mapping resources reach unreachable populations.

GOED’s Strategic Workforce Program-in-Residence staff appreciate the value of using state level tools at the local level to provide more direct delivery of support to labor market challenges.

Domain 3. TRANSFORMATIONAL ENVIRONMENT

GOAL: GOED’s Strategic Workforce Program-in-Residence professional will be positively impacted from the time, space and local environment offered to them at the Carson City Library.

ANTICIPATED OUTCOMES:

GOED’s Strategic Workforce Program-in-Residence professionals value time in a library space.

GOED’s Strategic Workforce Program-in-Residence professionals value working within a library community of information professionals.

The goal of the agreement is to respond to individual labor market literacy levels through the Individual Career Mapping (ICM) process. ICM facilitates precision career research, finds skill gaps and training programs, thereby increasing labor market literacy levels leading to stronger talent pipelines serving Nevada’s resilient industries. This process is influenced by needs, preferences, and the context of individual career exploration.

From access to strategically curated collections in advanced formats, like virtual reality, as well as a Nevada-aligned career information database (CID) librarians help facilitate actions individuals take to gather, evaluate, and use information.

4. Objectives of the Agreement/Deliverables

The objectives of the ICM program are multifaceted. Initially, it aims to assess individuals' current workforce skill levels and identify individual gaps and needs. The process strives to improve an individual’s basic understanding of the world of work in an age of automation. It also benchmarks individual STEM skills through virtual reality field trips and a unique problem-solving assessment, ensuring further career coaching recommends next steps precise to the individual. Enhanced digital literacy is also incorporated. Beyond skills assessment and career interest and aptitude development, objectives include boosting confidence and self-efficacy, promoting critical thinking, and encouraging acceptance of lifelong learning. Continuous evaluation ensures progress, and helps participants find non-degree training programs to acquire STEM skills in weeks, vs. years.

Objective: By the end of the cycle library patrons are connected with training programs to serve Nevada’s high growth, STEM sectors. Overall, adult labor market literacy programs aspire to empower individuals for personal, professional, and societal success.

Objectives of the Agreement involve a multifaceted ICM process. It begins with assessing individuals' existing skills, understanding their needs, and creating individual maps with corresponding resources. Incorporating diverse materials, such as virtual reality field trips and job shadowing, specialized assessments, and digital tools to decode existing skills, this combines to foster comprehension of and critical thinking about work within STEM fields. These engaging and interactive methods, including technology, empower adults to develop and then apply labor market literacy skills in real-world scenarios.

Continuous assessment and feedback ensure thoughtful iteration and progress, while the involvement of a larger community of practice and support networks enhances motivation. Individual Career Mapping addresses societal barriers, including cultural considerations, to create inclusive environments that encourage lifelong learning - fostering a literate and empowered adult population.

5. Deliverables

Train the Trainer Activities for Career Coaches Initiated January 2024 with up to 50 career coaches from the community of practice, with priority on adult services library professionals.

ICM instructors engage the community of practice of career navigators through diverse activities to understand and learn to apply the ICM process and use the tools aimed at enhancing labor market literacy skills.

- 1) Virtual Reality Field Trips encourage discussion, comprehension, and critical thinking.
- 2) Assessment activities foster understanding skills and skill gaps and strengthen ability to ask relevant and compelling questions about the occupation.
- 3) Interactive coaching and assignments, such as exploring various career pathways, provide practical application of labor market literacy skills in real-world contexts.
- 4) Featured within the Nevada Career Explorer (the CID), current job openings within the client's desired location make learning relevant.
- 5) Digital literacy activities, including research and navigating the Nevada Career Explorer and consuming virtual reality content enhances digital literacy.
- 6) Immersive virtual reality provides role-playing scenarios that promote effective communication and practical language use.
- 7) Virtual reality field trips stimulate experiential learning and broaden knowledge.
- 8) Overall, a mix of interactive, practical, and engaging activities ensures a dynamic learning environment, motivating adult learners to develop and apply essential labor market literacy skills in their decision-making processes.

Train the Trainer Program Launch Support for up to 50 launch programs starting January 2025 continuing thru June 2026

Training trainers and supervising program launches involves meticulous planning.

- Begin with needs assessment, identifying training objectives.
- Comprehensive training materials have been developed incorporating interactive elements and real-world scenarios.

- Provide ongoing support and feedback to trainers, fostering continuous improvement.
- Simulate program scenarios to ensure readiness.
- Prioritize collaboration and knowledge-sharing among trainers.
- Supervise initial program launches, addressing challenges promptly.
- Collect feedback from trainers and participants, refining the program iteratively.
- Robust monitoring and evaluation system to be created through impact analysis services, measuring trainer effectiveness and program impact.
- Regularly update training content based on emerging trends and learner needs, ensuring sustained success.

6. Residency Services and Accommodations:

- Acceptance of award
- 24 months of fiscal (including benefits) and human resources for the FT position of Program Officer
- Fiscal management resources for (contracted) career navigators
- Fiscal management resources for (licensed training-hub content)
- Fiscal management resources for licensed content for virtual reality career-on ramp tools and virtual reality field trips
- Fiscal management resources for impact analytics services
- Fiscal management resources for travel and outreach support
- Workspace, furnishings, basic office equipment and supplies, high speed internet connection

7. What the NV Governor's Office of Economic Development offers to its Program-in-Residence Partner:

- Access to Senior Workforce Professional 10 hours per month, arranged in advance to allow for promotion
- Residency includes telework and statewide fieldwork up to 150 hours / month
- Professional development classes, lectures or other for staff and Board (at Library Director's request)
- Participation in Carson City Library workforce development workshops/programs (at Library Director's request)
- Publicity through the Governor's Office of Economic Development
- Networking opportunities
- Should the Senior Workforce Development Resident, through unforeseen events be unable to continue the agreed deliverables, GOED Office of Innovation and Strategic Programs will propose the replacement to the Carson City Library for agreement. Should the proposed replacement not meet Carson City Library's expectations or requirements, GOED reserves the right to cancel the contract within 30 days.

8. Administration

The program will be administered in Carson City. The program officer is paid from the funds provided per the Interlocal Agreement . The program officer will maintain a laptop computer, displays, a GOED web presence (including email address), and the online training hub.

9. Program Officer Reporting Elements

Trainer Preparedness:

- Percentage of trainers completing the program successfully.
- Scores on assessments measuring understanding of training content and methodologies.

Participant Satisfaction:

- Surveys or feedback forms to assess participant satisfaction with the training.
- Ratings for the relevance and effectiveness of the content.

Learning Outcomes:

- Pre- and post-assessment scores to measure knowledge and skill improvement.
- Observation of trainers applying acquired skills during practice sessions.

Program Impact:

- Number of training sessions conducted post-launch.
- Percentage of participants who completed subsequent training programs led by the newly trained trainers.

Feedback and Adaptations:

- Analysis of feedback from trainers and participants.
- Changes made to the training program based on feedback and observed challenges.

Implementation Timeline:

- Timeliness of launching the program according to the planned schedule.
- Adherence to milestones and deadlines during the implementation phase.

Resource Utilization:

- Budget adherence and cost-effectiveness of the training.
- Efficient use of training materials, technology, and other resources.

Trainer Engagement:

- Participation rates in follow-up training sessions or professional development opportunities related to career library services.
- Continued engagement in the learning community established during the "Train the Trainer" program.

Long-term Impact:

- Tracking the application of training skills in subsequent training sessions.
- Measuring the overall impact of the program on the organization's adult career services programs and outcomes.

The above data is to be reported to GOED and AG Office quarterly within ten (10) days after March 31, June 30, Sept. 30 and December 31 for the respective Agreement period. The program officer shall also submit regular financial and budget reports at the aforementioned dates as well as on an ad hoc basis if requested by GOED and / or the Attorney General's Office.

In addition, the Strategic Workforce Program-in-Residence professional shall, upon request by GOED at any time, provide in a reasonable time, informal progress updates on the use of funds for the purposes set forth in this agreement.

External Advisory Board (EAB)

The project will occur under the advisement of an External Advisory Board (EAB) that will meet quarterly and is made up of representatives from GOED, OWINN, DETR, Carson City Library, North Las Vegas Library, a NGO, a Nevada high school work-based learning coordinator, and enterprise from Nevada's in-demand sectors. Members of the EAB commit to being a thought partner throughout the program period by attending four virtual meetings each year of the project. During these meetings, members will review and recommend adjustments to project work, assess progress toward accomplishing goals of the project, and assist with identification of key audiences and outlets for dissemination. Additionally, they provide individual feedback as subject matter experts, over the two-year program period. EAB members recognize the potential that the Individual Career Mapping process and tools has for transforming workforce development generally and opportunities for under skilled job seekers, specifically.

The Program Officer and Carson City Library Director will be the point of contact for all aspects of this contract.

Carson City will act as a pass through for the award to the Carson City Library and will provide the usual support and assistance to the Carson City Library (for example, human resources assistance and fiscal oversight) for the Carson City Library's performance of this Scope of Work but will not otherwise perform this Scope of Work.

Upon approval and acceptance of the award and receipt of the award funds and approval of this Agreement, the Carson City Library will perform the requested Scope of Work in accordance with the following budget.

Detail of expenditure is as follows:

SERVICE IN SCOPE OF WORK	YEAR 1	YEAR 2	TOTAL
Program Officer	\$142,500	\$142,500	\$285,000
2 FTE subcontracted positions	\$147,333	\$221,000	\$368,333
Virtual reality field trips and content management license for virtual reality career on-ramp tools	\$175,000 \$85,500	\$175,000 \$90,000	\$350,000 \$175,500
Requested impact analytic services	\$50,000	\$50,000	\$100,000
Outreach support including travel	\$90,695	\$100,000	\$190,695
Training-hub content management license	\$1,250	\$1,250	\$2,500

\$1,472,028*

***Budget subject to change after a full accounting of available funds once the transfer to the Carson City Library is complete.**

EXHIBIT B

Scope of Work and Deliverables

GOED INDIVIDUAL CAREER MAPPING AND TRAINING DELIVERY MODEL PROGRAM

1. Glossary

GOED	Governor's Office of Economic Development
SWDP	Senior Workforce Development Professional
ICM	Individual Career Mapping
VR	Virtual Reality
CID	Career Information Database
NVCE	Nevada Career Explorer
STEM	Science Technology Engineering and Math
CCL	Carson City Library
NLLD	North Las Vegas Library District
DETR	Department of Employment Training and Rehabilitation
OWINN	Office of Workforce Innovation

2. Problem Statement

Nevada's difficult to reach or even nearly unreachable populations often lack awareness or accessibility to workforce training, facing barriers like limited resources, information gaps, and a disconnect from educational opportunities essential for professional development. Jobs with living wages meet immediate needs, while careers provide upward mobility, long-term growth, and professional development opportunities. Yet, it is difficult to convey to job seekers the importance of acquiring new skills to remain relevant in automated work environments. Many individuals do not fully comprehend the rapid changes in job requirements, hindering their understanding of the direct link between skill acquisition and career resilience.

Perceived complexities, lack of awareness, and stigma can deter people from choosing community college, impacting their educational opportunities and prospects.

Additionally, potential students might underestimate the transformative impact of upskilling on their careers, leading to a lack of motivation to engage with community college offerings.

3. Goals of the Agreement

Through strategic cooperation involving space and financial resources (for GOED-seeded projects) a Senior Workforce Development Professional (SWDP) can bring their work into local libraries. In-house residency offers a place where library information professionals and the community alike can learn from a SWDP and the SWDP can learn from information professionals and the community.

The Carson City Library is one of two of the first of Nevada's public libraries, to host a GOED Strategic Workforce Program-in-Residence Partner. The SWD Professional-in-Residency will occupy and invigorate space at the Carson City Library

and expand Carson City Library patron access to career information using virtual reality (VR), expand an existing community of practice, and demonstrate the implementation of an Individual Career Map (ICM) process using precision navigation resources for underserved communities, like minorities and women and re-entry youth and adults.

Importantly, an evaluation framework measures how local library professionals grow and develop in relation to three domains that directly align workforce and social service priorities identified by the community of practice partners, with a focus on public libraries. Each domain includes a primary goal, and each goal includes specific targeted outcomes critical to public library workforce development programs. These intended outcomes are directly linked to the support systems and activities carried out by the GOED's Strategic Workforce Program-in-Residence priorities are the basic building blocks of the entire framework.

Domain 1. ADVANCE LABOR MARKET LITERACY REFERENCE SERVICES

GOAL: Nurture the peer-to-peer learning process for Individual Career Mapping (ICM) to bolster career services programs and information resources. From the critical early stages of crafting programs and program outreach development, through completed program offerings and evaluation, peer-to-peer learning drives impact.

ANTICIPATED OUTCOMES:

GOED's Strategic Workforce Program-in-Residence professional coaching of library adult services and technical services staff, so that library patron career-seeker audiences gain understanding of the value of career and workforce services at the library.

GOED's Strategic Workforce Program-in-Residence staff can talk about their work, answer questions and invite others into the library-centered workforce development ecosystem.

GOED's Strategic Workforce Program-in-Residence professional collaboration with public library career services staff supports the advancement of their professional development.

GOED's Strategic Workforce Program-in-Residence professional sharing of information within the statewide public library community, using the Carson City Library and North Las Vegas Library District career services programs as a resource for replication, continues Carson City Library and North Las Vegas Library District's position as a national leaders in career focused library services.

Domain 2. COMMUNITY ENGAGEMENT

GOAL: Cultivate high-quality, consistent career services for public library patrons to experience.

ANTICIPATED OUTCOMES:

GOED's Strategic Workforce Program-in-Residence programs connect the work

more directly with libraries serving “the Program’s” population groups. GOED’s Strategic Workforce Program-in-Residence precision career mapping resources reach unreachable populations.

GOED’s Strategic Workforce Program-in-Residence staff appreciate the value of using state level tools at the local level to provide more direct delivery of support to labor market challenges.

Domain 3. TRANSFORMATIONAL ENVIRONMENT

GOAL: GOED’s Strategic Workforce Program-in-Residence professional will be positively impacted from the time, space and local environment offered to them at the Carson City Library.

ANTICIPATED OUTCOMES:

GOED’s Strategic Workforce Program-in-Residence professionals value time in a library space.

GOED’s Strategic Workforce Program-in-Residence professionals value working within a library community of information professionals.

The goal of the agreement is to respond to individual labor market literacy levels through the Individual Career Mapping (ICM) process. ICM facilitates precision career research, finds skill gaps and training programs, thereby increasing labor market literacy levels leading to stronger talent pipelines serving Nevada’s resilient industries. This process is influenced by needs, preferences, and the context of individual career exploration.

From access to strategically curated collections in advanced formats, like virtual reality, as well as a Nevada-aligned career information database (CID) librarians help facilitate actions individuals take to gather, evaluate, and use information.

4. Objectives of the Agreement/Deliverables

The objectives of the ICM program are multifaceted. Initially, it aims to assess individuals' current workforce skill levels and identify individual gaps and needs. The process strives to improve an individual’s basic understanding of the world of work in an age of automation. It also benchmarks individual STEM skills through virtual reality field trips and a unique problem-solving assessment, ensuring further career coaching recommends next steps precise to the individual. Enhanced digital literacy is also incorporated. Beyond skills assessment and career interest and aptitude development, objectives include boosting confidence and self-efficacy, promoting critical thinking, and encouraging acceptance of lifelong learning. Continuous evaluation ensures progress, and helps participants find non-degree training programs to acquire STEM skills in weeks, vs. years.

Objective: By the end of the cycle library patrons are connected with training programs to serve Nevada’s high growth, STEM sectors. Overall, adult labor market literacy programs aspire to empower individuals for personal, professional, and societal success.

Objectives of the Agreement involve a multifaceted ICM process. It begins with assessing individuals' existing skills, understanding their needs, and creating individual maps with corresponding resources. Incorporating diverse materials, such as virtual reality field trips and job shadowing, specialized assessments, and digital tools to decode existing skills, this combines to foster comprehension of and critical thinking about work within STEM fields. These engaging and interactive methods, including technology, empower adults to develop and then apply labor market literacy skills in real-world scenarios.

Continuous assessment and feedback ensure thoughtful iteration and progress, while the involvement of a larger community of practice and support networks enhances motivation. Individual Career Mapping addresses societal barriers, including cultural considerations, to create inclusive environments that encourage lifelong learning - fostering a literate and empowered adult population.

5. Deliverables

Train the Trainer Activities for Career Coaches with priority on adult services library professionals.

ICM instructors engage the community of practice of career navigators through diverse activities to understand and learn to apply the ICM process and use the tools aimed at enhancing labor market literacy skills.

- 1) Virtual Reality Field Trips encourage discussion, comprehension, and critical thinking.
- 2) Assessment activities foster understanding skills and skill gaps and strengthen ability to ask relevant and compelling questions about the occupation.
- 3) Interactive coaching and assignments, such as exploring various career pathways, provide practical application of labor market literacy skills in real-world contexts.
- 4) Featured within the Nevada Career Explorer (the CID), current job openings within the client's desired location make learning relevant.
- 5) Digital literacy activities, including research and navigating the Nevada Career Explorer and consuming virtual reality content enhances digital literacy.
- 6) Immersive virtual reality provides role-playing scenarios that promote effective communication and practical language use.
- 7) Virtual reality field trips stimulate experiential learning and broaden knowledge.
- 8) Overall, a mix of interactive, practical, and engaging activities ensures a dynamic learning environment, motivating adult learners to develop and apply essential labor market literacy skills in their decision-making processes.

Train the Trainer Program Launch Support for up to 50 launch programs starting October 2026 continuing thru September 2027.

Training trainers and supervising program launches involves meticulous planning.

- Begin with needs assessment, identifying training objectives.
- Comprehensive training materials have been developed incorporating interactive elements and real-world scenarios.

- Provide ongoing support and feedback to trainers, fostering continuous improvement.
- Simulate program scenarios to ensure readiness.
- Prioritize collaboration and knowledge-sharing among trainers.
- Supervise initial program launches, addressing challenges promptly.
- Collect feedback from trainers and participants, refining the program iteratively.
- Robust monitoring and evaluation system to be created through impact analysis services, measuring trainer effectiveness and program impact.
- Regularly update training content based on emerging trends and learner needs, ensuring sustained success.

6. Residency Services and Accommodations:

- Acceptance of award
- 12 months of fiscal (including benefits) and human resources for the FT position of Program Officer
- Fiscal management resources for (contracted) career navigators
- Fiscal management resources for (licensed training-hub content)
- Fiscal management resources for licensed content for virtual reality career-on ramp tools and virtual reality field trips
- Fiscal management resources for impact analytics services
- Fiscal management resources for travel and outreach support
- Workspace, furnishings, basic office equipment and supplies, high speed internet connection

7. What the NV Governor's Office of Economic Development offers to its Program-in-Residence Partner:

- Access to Senior Workforce Professional 10 hours per month, arranged in advance to allow for promotion
- Residency includes telework and statewide fieldwork up to 150 hours / month
- Professional development classes, lectures or other for staff and Board (at Library Director's request)
- Participation in Carson City Library workforce development workshops/programs (at Library Director's request)
- Publicity through the Governor's Office of Economic Development
- Networking opportunities
- Should the Senior Workforce Development Resident, through unforeseen events be unable to continue the agreed deliverables, GOED Office of Innovation and Strategic Programs will propose the replacement to the Carson City Library for agreement. Should the proposed replacement not meet Carson City Library's expectations or requirements, GOED reserves the right to cancel the contract within 30 days.

8. Administration

The program will be administered in Carson City. The program officer is paid from the funds provided from GOED. The program officer will maintain a laptop computer, displays, a GOED web presence (including email address), and the online training hub.

9. Program Officer Reporting Elements

Trainer Preparedness:

- Percentage of trainers completing the program successfully.
- Scores on assessments measuring understanding of training content and methodologies.

Participant Satisfaction:

- Surveys or feedback forms to assess participant satisfaction with the training.
- Ratings for the relevance and effectiveness of the content.

Learning Outcomes:

- Pre- and post-assessment scores to measure knowledge and skill improvement.
- Observation of trainers applying acquired skills during practice sessions.

Program Impact:

- Number of training sessions conducted post-launch.
- Percentage of participants who completed subsequent training programs led by the newly trained trainers.

Feedback and Adaptations:

- Analysis of feedback from trainers and participants.
- Changes made to the training program based on feedback and observed challenges.

Implementation Timeline:

- Timeliness of launching the program according to the planned schedule.
- Adherence to milestones and deadlines during the implementation phase.

Resource Utilization:

- Budget adherence and cost-effectiveness of the training.
- Efficient use of training materials, technology, and other resources.

Trainer Engagement:

- Participation rates in follow-up training sessions or professional development opportunities related to career library services.
- Continued engagement in the learning community established during the "Train the Trainer" program.

Long-term Impact:

- Tracking the application of training skills in subsequent training sessions.
- Measuring the overall impact of the program on the organization's adult career services programs and outcomes.

The above data is to be reported to GOED and AG Office quarterly. In addition, the Strategic Workforce Program-in-Residence professional shall, upon request by GOED at any time, provide in a reasonable time, informal progress updates on the use of funds for the purposes set forth in this agreement.

The Program Officer and Carson City Library Director will be the point of contact for all aspects of this contract.

Carson City Library will perform the requested scope for the following:
Detail of expenditure is as follows:

SERVICE IN SCOPE OF WORK	
Contract for Program Officer	\$163,188.00
Career Navigator Contractors	\$195,000.00
Fiscal agency (contract payment for requested virtual reality field trips and content management license for virtual reality career on-ramp tools)	\$40,000.00
Fiscal agency (contract payment for requested impact analytic services)	\$25,000.00
Fiscal agency (for outreach support including travel)	\$80,000.00
Fiscal agency (for licenses related to study resources, exam materials, career readiness assessments)	\$91,100.00
	TOTAL: \$594, 288.020