



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Human Resources



Date: May 12, 2014

Board Meeting Date: August 5, 2014

Special Notice / Hearing: None

Vote Required: Majority

To: Honorable Board of Supervisors

From: Donna Vaillancourt, Human Resources Director

Subject: Agreement with Marin Day Schools / Bright Horizons

RECOMMENDATION:

Adopt a Resolution authorizing an agreement with Marin Day Schools / Bright Horizons to manage the County's Childcare Center (Our Place) and to administer a scholarship tuition assistance program, for the term of October 1, 2014 through September 30, 2017, in the amount of \$330,000.

BACKGROUND:

Marin Day Schools was initially selected to manage the County's Childcare Center (Our Place) when it first opened in 1993. The center is licensed for up to 92 childcare slots and was recently re-certified by the National Association of the Education of Young Children (NAEYC).

In 2002, the County conducted a formal Request for Proposal process for management of the County's Childcare Center. Marin Day School was selected since it continued to offer the most comprehensive educational program. In 2003, Marin Day Schools was acquired by Bright Horizons. The most recent agreement with Marin Day Schools / Bright Horizons expires on September 30, 2014

DISCUSSION:

Marin Day Schools / Bright Horizons continues to offer high quality services at competitive prices. Moreover, there is no alternate provider that could take over management of the facility without significant disruption to employee families and their children. For these reasons, we recommend that your board waive the RFP process.

The County aggressively negotiated terms of this new agreement with Marin Day Schools / Bright Horizons. Highlights include:

- Elimination of \$50,000 subsidy to the provider

- Reduction of registration fee from \$50 to \$25, and waiver of the fee in its entirety for employees who qualify for tuition assistance
- Increased marketing and outreach to employee families with the goal of increasing employee utilization
- Cap on annual employee tuition increases
- Provider assuming additional responsibilities for maintenance of the facility

Last year, Human Resources and Marin Day Schools / Bright Horizons modified the income eligibility thresholds to the County's tuition assistance program which has resulted in deeper discounts for a larger pool of qualified employees who enroll their children at Our Place.

The Human Resources Department requests your Board to authorize the Human Resources Director or the Director's designee to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

The Contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other agreement provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits. County Counsel has reviewed and approved the Resolution and Agreement as to form.

Approval of the agreement contributes to the Shared Vision 2025 outcome of a Collaborative Community by collaboratively working together to meet employee child care needs.

PERFORMANCE MEASURE(S):

Measure	FY 2013-14 Actual	FY 2014-15 Projected
# of County Children Enrolled	49	60
% County Enrollment	50%	64%
# of County employees receiving tuition assistance	11 Scholarships	12 Scholarships

FISCAL IMPACT:

There is no Net County Cost associated with this agreement. Human Resources expects to spend approximately \$110,000 per year (\$330,000 over the term of the agreement) in tuition assistance for qualified employees. The source of this funding is lease income from County property currently occupied by Palcare in Burlingame.