



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN SERVICES AGENCY

File #: 24-566

Board Meeting Date: 6/25/2024

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Claire Cunningham, Director, Human Services Agency

Subject: Second Amendment to the Agreement with Child Care Coordinating Council of San Mateo for Stage 2 Child Care and Development Services

RECOMMENDATION:

Adopt a resolution authorizing a waiver of the Request for Proposals (RFP) process and approving execution of a second amendment to the agreement with Child Care Coordinating Council of San Mateo for Stage 2 child care and child development services, to increase funding by \$658,459 for a revised amount not to exceed \$890,000 and extend the term 12 months for a revised term of July 1, 2023 through June 30, 2025.

BACKGROUND:

Recipients of the California Work Opportunity and Responsibility to Kids (CalWORKs) grant program are required to engage in work or work preparation activities. CalWORKs programs provide an array of welfare-to-work services including child care. The program helps a family access immediate, short-term child care as the parent works or performs their welfare-to-work activities. The purpose of this program is also to support parents with stable, long-term child care necessary for the family to become self-sufficient and remain off aid. Child care is provided with state and federal funds in three stages: Stage 1, Stage 2, and Stage 3.

Stage 2 is administered by the California Department of Social Services (CDSS) through designated Alternative Payment Providers (APPs). Child Care Coordinating Council (4Cs) is the State-permitted resource and referral agency and designated APP, and is the only agency in San Mateo County, other than the Human Services Agency (HSA), recognized by the State Department of Education (DOE) as qualified to administer state funded child care programs. This recognition from the State allows 4Cs to have a coordinated continuum of care payment program.

On June 13, 2023, by Resolution No.079752, the County entered into a one-year agreement with 4Cs to administer child care services for CalWORKs Stage 2 families for an anticipated funding amount not to exceed \$239,198.

On November 11, 2023, a Director-level amendment was authorized to reduce the budget by \$7,657 for a revised total obligation of \$231,541, because CDSS releases the funds after the start of the contract and a reduction was necessary to match the actual amount received.

DISCUSSION:

HSA is requesting an increase in funding by \$658,459 and to extend the term of the agreement with 4Cs by 12 months, for a revised term of July 1, 2023 through June 30, 2025. 4Cs will continue to be responsible for enrolling Stage 2 eligible families, in collaboration with HSA, through a seamless transfer process and providing the necessary case management services to secure and/or maintain child care. \$213,459 of the added funds is to cover the increased number of families served in FY 2023-24. \$445,000 is the anticipated allocation HSA expects to receive from CDSS for Fiscal Year 2024-2025.

HSA requests that the Board of Supervisors waive the Request for Proposals process for this agreement because 4Cs is the State designated APP provider and should therefore be considered a sole source.

The agreement and resolution have been reviewed and approved by the County Attorney as to form.

The resolution contains the County’s standard provisions allowing amendment of the County’s fiscal obligations by a maximum of \$25,000 (in the aggregate)

PERFORMANCE MEASURE:

Measure	FY 2023-24	FY 2024-25 Anticipated
Percentage of families referred for child care services contacted within 5 business days by 4Cs.	100%	100%
Percentage of child care provider payments made within 21 days.	100%	100%

FISCAL IMPACT:

The term of this agreement is July 1, 2023, to June 30, 2025. The amount of the agreement is not to exceed \$890,000 for a two-year period. Budgetary appropriation for this agreement is included in the FY 2024-25 Recommended Budgets and a Year End ATR will be submitted to account for the increased allocation received in FY 2023-24. This agreement is funded with Stage 2 State and Federal Child Care support funding. There is no Net County Cost associated with this agreement.