



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN SERVICES AGENCY

File #: 24-050

Board Meeting Date: 1/23/2024

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Claire Cunningham, Director, Human Services Agency
Subject: Child Care Coordinating Council - CAPP Amendment 1

RECOMMENDATION:

Adopt a resolution waiving the Request For Proposals (RFP) process and authorizing an amendment to the agreement with Child Care Coordinating Council of San Mateo, Inc. for California Alternative Placement Program child care services, to extend the term by 12 months for a new term of July 1, 2023, through June 30, 2025, and to increase funding by \$4,085,396 for a new total obligation amount not to exceed \$6,852,127.

BACKGROUND:

The Human Services Agency (HSA) receives federal and state funding from the California Department of Social Services each year to administer the California Alternative Placement Program (CAPP).

The CAPP program helps eligible low-income families arrange childcare services and make payments for those services directly to the child care provider selected by the family. The childcare payment options are intended to increase choice and accommodate the specific needs of each family.

Child Care Coordinating Council (4Cs) is the state permitted Resource and Referral agency and the designated Alternative Payment Provider and is the only agency in San Mateo County (other than HSA) recognized by the State Department of Education (DOE) as qualified to administer state-funded childcare programs such as CAPP. This recognition from the State allows them to have a coordinated continuum of care payment program.

On June 13, 2023, through Resolution No. 079755, this Board authorized the execution of an agreement with 4Cs for CAPP childcare services for the term of July 1, 2023, through June 30, 2024, for a total obligation amount not to exceed \$2,766,731.

The original obligation amount was based on the prior year's funding to avoid a gap in services. In

July 2023 HSA received the funding contract from the State of California confirming the CAPP funding amount for the next two years.

DISCUSSION:

The parties wish to amend the agreement to extend the term by 12 months, for a new term of July 1, 2023, to June 30, 2025, and to increase the funding amount by \$4,085,396 for a new total obligation amount not to exceed \$6,852,127, in order to align with State of California-approved funding finalized after the start of the agreement.

Pursuant to the County of San Mateo Administrative Memorandum No. B-1, Section IV. Waivers of Competitive Process, paragraph C. Non-Emergency - General Exemptions, item 1, a competitive solicitation may be waived for services only available from a single source. 4Cs is the only agency in San Mateo County (other than HSA) recognized by the State Department of Education (DOE) as qualified to administer state funded childcare programs such as CAPP. This recognition from the State allows them to have a coordinated continuum of care payment program. HSA is requesting that the Board of Supervisors waive the Request for Proposals (RFP) process as 4Cs is the only provider in San Mateo County qualified to administer CAPP funding.

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

This resolution has been reviewed and approved by the County Attorney as to form.

PERFORMANCE MEASURE:

Measure	FY 2023-24 Anticipated	FY 2024-25 Anticipated
Percent of referrals assigned to a child care provider within five (5) working days from receipt of referral.	94%	95%

FISCAL IMPACT:

The term of this obligation is July 1, 2023, through June 30, 2025. The amount of the agreement is not to exceed \$6,852,127 for a two-year period. The agreement is funded by the California Alternative Payment Program allocation from the California Department of Social Services and County Maintenance of Effort (MOE). Funding is to be 38% State (State General Fund), 61% Federal, and \$76,848 (Estimated 1%) Net County Cost (MOE, County General Fund).