



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN RESOURCES

File #: 20-682

Board Meeting Date: 9/15/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Rocio Kiryczun, Human Resources Director
Lisa Okada, Deputy Director, Human Resources

Subject: Agreement with Bright Horizons Family Solutions, LLC to Provide Childcare Services

RECOMMENDATION:

Adopt a resolution waiving the request for proposals process and authorizing a two-year agreement with Bright Horizons Family Solutions, LLC to provide childcare services for County employees and to administer a scholarship tuition assistance program, for the term of October 1, 2020 through September 30, 2022, in the amount not to exceed \$220,000.

BACKGROUND:

Finding childcare services is frequently difficult and expensive for families, and the lack of such services often has a negative impact on the productivity and availability of County employees.

The County presently owns a building located on its Redwood City campus at 403 Winslow Street, Redwood City, that was built in 1993 for the sole purpose of providing child care services for County employees. The childcare center at this site is known as "Our Place". Bright Horizons Family Solutions LLC has provided childcare service for the County at Our Place since 2003 and is certified by the National Association of the Education of Young Children (NAEYC).

DISCUSSION:

Bright Horizons continues to offer high quality services at competitive prices for this region. Moreover, there is no alternate provider that could take over management of the facility without significant disruption to employee families and their children especially during shelter in place. Bright Horizons and the County of San Mateo worked collaboratively to reopen the child care center for County of San Mateo employees and the community while keeping the safety of the children, employees and teachers. For these reasons, we recommend the Board waive the RFP process.

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.

County Counsel has reviewed and approved the Resolution and agreement as to form.

PERFORMANCE MEASURE:

Measure	FY 2020-21 Actual	FY 2021-22 Projected
% County Enrollment	65%	75%
% Community families	35%	25%

FISCAL IMPACT:

There is no Net County Cost associated with this agreement. Human Resources expects to spend approximately \$110,000 per year (\$220,000 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.