



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 21-546

Board Meeting Date: 6/29/2021

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Ken Cole, Director, Human Services Agency  
**Subject:** Amendment to Agreement with the City of Redwood City (Fair Oaks Community Center) for Transportation Assistance Services

**RECOMMENDATION:**

Adopt a resolution authorizing the Director of the Human Services Agency to execute an amendment to the agreement with the City of Redwood City (Fair Oaks Community Center) to continue to provide transportation assistance to low-income clients through the Lifeline Transportation Program through June 30, 2021, increasing the amount by \$8,000 for a new total obligation amount not to exceed \$1,092,001.

**BACKGROUND:**

The Human Services Agency contracts with community-based organizations to operate the eight Core Service Agencies that are strategically located throughout the County to ensure countywide service coverage. The Core Service Agencies, including the Fair Oaks Community Center, provide safety net services such as emergency food and referral, information on housing resources, shelter and other homeless services, short term rental/deposit assistance, utility bill financial assistance, and transportation assistance.

The Core Service Agencies continue to experience high demand for these safety net services, including from many low-income residents who face transportation challenges. The Core Service Agencies support these needs via the Lifeline Transportation Program (LTP), which supports the provision of SamTrans bus tickets, and Clipper Cards for low-income San Mateo County residents who are participating in self-sufficiency activities and/or participating in family stability activities.

On December 20, 2016, by Resolution No. 074891 this Board authorized an agreement with the City of Redwood City to provide such Core Agency Services for the term of November 15, 2016 through June 30, 2019 for a total amount not to exceed \$595,105.

On June 26, 2019, by Resolution No. 076700, this Board authorized an amendment to the agreement, extending the term of agreement through June 30, 2021, adding \$463,896 for a total

obligation amount not to exceed \$1,059,001.

On December 3, 2020, the parties further amended the agreement as to the transportation services funded by LTP, adding \$25,000 for a total obligation amount not to exceed \$1,084,001.

**DISCUSSION:**

The City of Redwood City (Fair Oaks Community Center) has experienced a particularly high demand for transportation services over the past two fiscal years resulting in a need to add additional funds to their Lifeline Transportation Program allocation to support them in providing additional transportation resources to low-income clients in the County.

This amendment authorizes the Director of the Human Services Agency to amend the agreement to add \$8,000 more in funding to continue providing LTP services through June 30, 2021.

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

This amendment has been reviewed and approved by County Counsel as to form.

**PERFORMANCE MEASURE:**

There are no performance measures with this amendment.

**FISCAL IMPACT:**

This amendment adds \$8,000 towards a new Lifeline Transportation Program total obligation amount not to exceed \$33,000. The term of this amended agreement is July 1, 2019, through June 30, 2021. This Lifeline Transportation Program is funded through a grant from SamTrans. This agreement is funded 80% by the SamTrans grant with the remaining 20% being Net County Cost. Budgetary appropriation for this amended agreement is included in the FY 2020-21 Budget.