



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN SERVICES AGENCY

File #: 23-507

Board Meeting Date: 6/13/2023

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Ken Cole, Director, Human Services Agency

Subject: Agreement with Child Care Coordinating Council for CAPP Child Care

RECOMMENDATION:

Adopt a resolution waiving the Request for Proposals and authorizing an agreement with Child Care Coordinating Council to administer the California Alternative Placement Program for the term of July 1, 2023, through June 30, 2024, for the total obligation amount not to exceed \$2,766,731.

BACKGROUND:

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

The CAPP program helps eligible low-income families arrange child care services and make payments for those services directly to the child care provider selected by the family. The child care 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 Providers, the only agency in San Mateo County (other than HSA) recognized by the State Department of Education (DOE) as qualified to administer state funded child care programs such as CAPP. This recognition from the State allows them to have a coordinated continuum of care payment program.

DISCUSSION:

HSA would like to enter into a one (1) year agreements with 4Cs for their expertise to continue assessing children's developmental needs. This contractual relationship has proven instrumental in providing families with timely placements into appropriate child care facilities in accordance with CAPP regulations and funding terms. Their administration of the different programs has helped families find the appropriate funding source that best matches their child care needs.

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 child care 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 to administer CAPP funding.

Under the previous agreement for the administration of CAPP by 4Cs, for the term of July 1, 2019, through June 30, 2023 approximately 262 families and 369 children were served.

County Counsel has reviewed and approved the agreement and resolution 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 aggregate.

PERFORMANCE MEASURE:

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

FISCAL IMPACT:

The term of this obligation is July 1, 2023, through June 30, 2024. The amount of the agreement is not to exceed \$2,766,731 for the one-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). Based on prior year allocations, funding is estimated to be 37% State (State General Fund), 60% Federal, and \$76,848 (Estimated 3%) Net County Cost (MOE, County General Fund).