

Michael J. Scott  
City Attorney's Office

# OAKLAND CITY COUNCIL

RESOLUTION No. 88187 C.M.S.

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**A RESOLUTION TO (1) WAIVE THE CITY'S COMPETITIVE BIDDING PROCESS FOR AS-NEEDED HEAD START STAFFING SERVICES AND (2) AWARD A PROFESSIONAL SERVICES AGREEMENT TO CHILDCARE CAREERS FOR SAID SERVICES IN A NOT TO EXCEED AMOUNT OF \$250,000 FOR FISCAL YEAR 2020-2021**

**WHEREAS**, the Head Start Performance Standards Section 1304.53(k)(2)(3) mandates that Head Start programs must provide information, education and family engagement opportunities for parents, as their child's first teachers, as well as a structured approach to staff training and development to help build skills and knowledge needed to fulfill their job responsibilities; and

**WHEREAS**, in 2018, ChildCare Careers successfully competed through the City's standard Competitive Request for Proposals and Qualifications (RFP/Q) Process, and as the sole responding applicant for as-needed Head Start staffing services was selected in compliance with the RFP/Q selection guidelines, and awarded a professional services agreement for a one year term; and

**WHEREAS**, last year (*i.e.*, Fiscal Year (FY) 2019-20) staff recommended and it was resolved that it was in the best interests of the City to waive the RFP/Q process and award a professional services agreement to Childcare Careers for as-needed Head Start staffing services because it provides specialized services that are aligned and in compliance with the Head Start Performance Standards and Early Learning Outcomes Framework, in addition to providing licensed, qualified substitute teacher support, for Oakland Head Start/Early Head Start classrooms, when full-time City teaching staff are absent, including for sick leave, disability, vacation, training, etc., in order ensure families will not be sent home and the continuity of service and quality teaching remains intact; and

**WHEREAS**, Childcare Careers, in response to newly-issued and restrictive Community Care Licensing requirements resulting from the COVID-19 pandemic, as well as ongoing Childhood Instructor vacancies, will provide as-needed licensed, qualified teachers for both Head Start and Early Head Start when City full-time, part-time or substitute teachers are not available, and ensure that families will not be sent home, considering the number and frequency of City staff absences that must be covered, including for sick leave, disability, vacation, training, etc.; and

**WHEREAS**, Oakland Municipal Code (OMC) Section 2.04.040.B requires the City Administrator to conduct a Request for Proposals/Qualifications (RFP/Q) process for professional services contracts, and OMC Section 2.04.051.B permits the Council to waive the competitive bidding RFP/Q process upon a finding that it is in the best interests of the City to do so; and

**WHEREAS**, ChildCare Careers possesses specialized expertise to meet the unique needs and circumstances of the population served by the City's Head Start program, as well as the Head Start Program administration and management; and

**WHEREAS**, the Human Services Department (HSD) requests that the City Council waive the

competitive bidding process for as-needed Head Start staffing services and award a Professional Services Agreement to Childcare Careers for said services in a not to exceed amount of \$250,000, for a term of July 1, 2020 through June 30, 2021; and

**WHEREAS,** The City Administrator has determined that these requested services are of a professional and temporary nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive civil service; and

**WHEREAS,** the funding source for the new FY 2020-21 professional services agreement is the Department of Health and Human Services Fund (2128); HS Classroom and Seasonal Org (78231); FY20-21 Project Number 1004508 (Head Start Basic) and Project Number 1004514 (Early Head Start Basic); now, therefore, be it

**RESOLVED:** That pursuant to OMC Section 2.04.051.B, and based on the findings set forth above and in the City Administrator's report accompanying this item, the City Council finds and determines that it is in the best interests of the City to waive the competitive RFP/Q process for as-needed Head Start staffing services for FY 2020-21; and be it

**FURTHER RESOLVED:** That based on information provided by the City Administrator, the City Council finds that the aforementioned services are of a professional and temporary nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive civil service; and be it

**FURTHER RESOLVED:** That the City Council hereby awards a Professional Services Agreement to Childcare Careers for as-needed Head Start staffing services in a not to exceed amount of \$250,000 for FY 2020-21; and be it

**FURTHER RESOLVED:** That the City Council hereby authorizes the City Administrator or a designated representative to conduct all negotiations, execute and submit all documents, including but not limited to the aforementioned agreement, payment requests and related actions, which may be necessary for the receipt and provision of the aforementioned services, without returning to Council; and be it

**FURTHER RESOLVED:** That said agreement shall be approved as to form and legality by the Office of the City Attorney prior to execution and filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA,

JUN 3 0 2020

PASSED BY THE FOLLOWING VOTE:

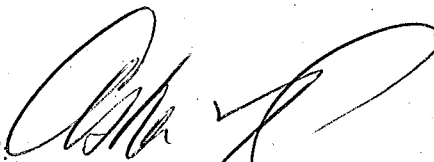
AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO  
AND PRESIDENT KAPLAN - 8

NOES - 0

ABSENT - 0

ABSTENTION - 0

ATTEST



ASHA REED

Acting City Clerk and Clerk of the  
Council of the City of Oakland, California