

CITY OF OAKLAND**AGENDA REPORT**

2007 JUN 20 PM 6:47

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Department of Human Services
DATE: July 10, 2007

RE: Resolutions Authorizing the City Administrator, On Behalf Of The City Of Oakland, To Execute One-Year Grant Agreements With Linguistic Alternatives For \$25,000 To Provide Speech And Language Services; Asian Community Mental Health Services For \$25,000, Family Paths for \$45,000, and Through The Looking Glass for \$50,000 To Provide Mental Health Services, In An Aggregate Amount Not To Exceed \$145,000; And Contingent Upon Receipt Of Head Start Grant Funding And Grantee's Satisfactory Performance, Authorizing The City Administrator To Extend Grant Funding Of Each Grant Agreement For One Additional Year In A Total Amount Not To Exceed \$145,000, Culminating In A Two-Year Total Of \$290,000

SUMMARY

Staff requests approval of four resolutions authorizing the City Administrator to execute one-year Grant Agreements with Linguistic Alternatives (\$25,000), to provide speech and language services; and with Asian Community Mental Health Services (\$25,000), Family Paths (\$45,000), and Through the Looking Glass (\$50,000) to provide mental health services. (All amounts shown are "not to exceed" amounts.)

These grant agreements will provide required services to Head Start families and children during the Head Start Program Year 2007-08 in an aggregate amount not to exceed \$145,000. Staff also requests approval to renew these Grant Agreements for Head Start Program Year 2008-09, contingent upon receipt of Head Start grant funding and grantee's satisfactory performance, for an additional aggregate amount not to exceed \$145,000, for a two-year total of \$290,000.

FISCAL IMPACT

Funding for these Grant Agreements is available in the Department of Health and Human Services Fund (2128), Head Start Organization (78231), Head Start Project (G3051xx). These Grant Agreements are funded through the Head Start federal grant. These grant agreements may be subject to the City of Oakland's three percent contract compliance fee, which amounts to \$4,350 annually. Not imposing or disregarding the Contract Compliance fee would increase the existing negative balance in the Contract Compliance Assessment Fund (1790).



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BACKGROUND

The Oakland Head Start Program is required by federal law and regulation to provide a comprehensive range of services to the children and families enrolled in the Head Start Program each year. Among these services are speech and language and mental health, in addition to the educational and other services provided in the classroom. Because of the highly specialized nature of these services, Oakland Head Start relies upon other organizations within our local community to supply the services which our Head Start families need each year. A Request for Proposals (RFP) process is held to ensure that all interested and qualified service providers in the area have an opportunity to compete for the grant agreements, and so that Head Start can be assured of receiving services at the most advantageous rates. This year, an advertisement for services was placed in the Oakland Tribune March 24-25, 2007. The RFP was mailed out to various service providers. Five mental health providers and one speech and language provider submitted proposals. The organizations named in this report have all emerged from the bidding process as the lowest responsive bidders, and have provided consistently satisfactory services for the program in the past.

KEY ISSUES AND IMPACTS

Head Start programs are mandated to provide a comprehensive range of services to their children. The City of Oakland has been a Head Start grantee since 1972. During those thirty-five years, the program has grown from serving fewer than two hundred children to presently serving 1,608 children and families. Over the years, Head Start has discovered the typical needs faced by children and families, and is thus able to anticipate to a large degree the type of services which are likely to be required. Because these needs are so closely linked to the educational development of the children, it is essential that they be in place at the beginning of the program year, September 1, 2007. Accordingly, Head Start conducts the bidding and selection process during the prior program year to allow for timely implementation. In some cases, the contractors must also participate in pre-service training, which further increases the urgency for timely approval of these Grant Agreements.

Many children come to the Head Start program with speech and language challenges. Since these difficulties are so intimately linked to future reading and school success, Head Start works diligently to help families and children correct any problems they face. In many instances, professional speech therapy is required. Linguistic Alternatives has been providing services to Head Start families since September 2004, and was again selected to provide speech and language services for program year 2007-08. Linguistic Alternatives has worked with clients from the Bay Area who require intervention for a variety of speech and language disorders, including bi-lingual services in Spanish and English. Linguistic Alternatives is a licensed professional, woman-owned, private practice, serving children and young adults with speech and language disorders. Payment for Linguistic Alternatives services will not exceed \$25,000.

Many Head Start children require some measure of mental health intervention, because of health problems either during pregnancy or birth, or from subsequent events such as living in a stressful

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household environment. Since behavioral problems can severely affect a child's future success in school, Head Start provides these children with intervention services. Asian Community Mental Health Services (ACMHS), Through the Looking Glass, and Family Paths were the successful bidders for mental health services. During the period of September 1, 2007 to August 31, 2008, these three agencies will provide mental health services. Payment will not exceed \$25,000 for ACMHS; \$45,000 for Family Paths; and \$50,000 for Through the Looking Glass \$50,000. The organizations will provide mental health and speech and language services to children and families in all of the Head Start sites located throughout the City.

All three agencies have provided quality services for Oakland Head Start in the past. ACMHS will provide mental health services and supplementary translation services in various Asian languages should the need arise. Through the Looking Glass specializes in working with children and families with disabilities. Through the Looking Glass has a large, diverse staff, many of whom have specific experience working with young children in settings similar to Head Start. Family Paths (formerly known as Parental Stress, Inc.), is a local non-profit agency which has successfully provided mental health services to children and families in the Bay Area for more than 20 years.

SUSTAINABLE OPPORTUNITIES

Economic There are economic benefits to the City from these Grant Agreements. Local health care providers will receive compensation to provide mandated health care services to Head Start eligible children.

Environmental There are no environmental benefits to the City from these professional service Grant Agreements.

Social Equity The Head Start program delivers comprehensive, high quality services to children and families in the City of Oakland. These Grant Agreements ensure that the program has a broad array of vibrant community partnerships that reflect the diversity of the Oakland community and effectively links families to quality health care services. These community partners are committed to improving the quality of health care services for the children and families enrolled in the Oakland Head Start Program.

DISABILITY AND SENIOR CITIZEN ACCESS

By federal regulation, Head Start is required to enroll ten percent of its children from among those with special needs, many of whom fall within the definitions in the Americans with Disabilities Act (ADA). Most of the services discussed in this report are aimed wholly or partly at children with special needs. Since Head Start is a program for children, any services to seniors (e.g., grandparents of children enrolled) are incidental to services provided to the children themselves.

RECOMMENDATION(S) AND RATIONALE

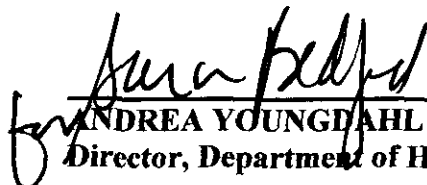
Staff recommends that the City Administrator approve resolutions on behalf of the City of Oakland, to execute one-year Grant Agreements, in an aggregate amount not to exceed \$145,000 with Linguistic Alternatives (\$25,000) to provide speech and language services; and with Asian Community Mental Health Services (\$25,000), Family Paths (\$45,000), and Through the Looking Glass (\$50,000) to provide mental health services. Staff also requests approval to renew these Grant Agreements for Head Start Program Year 2008-09, contingent upon receipt of Head Start grant funding and the satisfactory performance of the grantee, for an additional aggregate amount not to exceed \$145,000, culminating in a two-year total no greater than \$290,000.

The providers listed above are the lowest responsive bidders among the candidates who applied. Approval of these resolutions is crucial to ensure that these Head Start services are provided by September 1, 2007 when the new Head Start school year begins.

ACTION REQUESTED OF THE CITY COUNCIL

This is a request that the City Administrator approve resolutions on behalf of the City of Oakland, to execute one-year Grant Agreements with Linguistic Alternatives (\$25,000), Asian Community Mental Health Services (\$25,000), Family Paths (\$45,000), and Through the Looking Glass (\$50,000), in an aggregate amount not to exceed \$ 145,000; and contingent upon receipt of Head Start grant funding, authorizing the City Administrator to execute a one year extension of each grant agreement, for an additional aggregate amount not to exceed \$145,000, for a two-year total of \$290,000.

Respectfully submitted,



ANDREA YOUNGDAHL
Director, Department of Human Services


Prepared by: Usana Pulliam, Manager
Early Childhood and Family Services
Head Start Program

Prepared by: Priya Jagannathan
Planner, Head Start Program

**APPROVED FOR FORWARDING TO
THE LIFE ENRICHMENT COMMITTEE:**



OFFICE OF THE CITY ADMINISTRATOR

Item: 
Life Enrichment Committee
July 10, 2007

OFFICE

2007 JUL 28 11:06:47

Approved as to Form and Legality

OAKLAND CITY COUNCIL

[Signature]
City Attorney

RESOLUTION No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO EXECUTE A ONE-YEAR GRANT AGREEMENT IN AN AMOUNT NOT TO EXCEED \$25,000 BETWEEN THE CITY AND ASIAN COMMUNITY MENTAL HEALTH SERVICES TO PROVIDE MENTAL HEALTH SERVICES FOR THE OAKLAND HEAD START PROGRAM, AND CONTINGENT UPON RECEIPT OF HEAD START GRANT FUNDING AND GRANTEE'S SATISFACTORY PERFORMANCE, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A ONE-YEAR EXTENSION FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$25,000 FOR A TWO-YEAR TOTAL NOT TO EXCEED \$50,000

WHEREAS, the Head Start Program has received authorization from the U.S. Department of Health and Human Services to provide Head Start services for children in Oakland; and

WHEREAS, the Head Start Program Performance Standards promulgated by the U.S. Department of Health and Human Services for all Head Start Programs require that mental health services be made available to children and families enrolled in the Head Start Program; and

WHEREAS, the City of Oakland Department of Human Services desires to enter into a Grant Agreement with Asian Community Mental Health Services to provide mental health services for Program Year 2007-2008; and

WHEREAS, the provider has met all of the requirements for mental health providers and was among the top candidates who applied for the contract; and

WHEREAS, Oakland Head Start intends to submit a grant application to the U.S. Department of Health and Human Services, Administration for Children and Families, for funding Head Start grant agreements for program Year 2008-09; and

WHEREAS, funds in the amount of \$25,000 are available to pay for these services in the Department of Health and Human Services Fund (2128), Head Start Organization (78231), Head Start Project (G3051xx); and

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LIBRARY HISTORICAL
JUL 10 2007

WHEREAS, the grant agreement with Asian Community Mental Health Services may be subject to the City of Oakland's three percent contract compliance fee which would amount to \$750 and not imposing or disregarding the Contract Compliance Assessment fee would increase the existing negative balance in the Contract Compliance Assessment Fund (1790); and

WHEREAS, the City Council finds that the performance of this service is in the public interest because of economy; and

WHEREAS, the City Council finds that this grant agreement shall not result in the loss of employment or salary by any person having permanent status in the competitive service; now, therefore be it

RESOLVED: That the City Council hereby authorizes the City Administrator or her designee as an agent for the City to execute a Grant Agreement Contract between the City and Asian Community Mental Health Services, to provide mental health services to the City of Oakland Head Start Program in an amount not to exceed \$25,000; and be it

FURTHER RESOLVED: That the City Administrator or her designee, is hereby authorized to approve any subsequent amendments, modifications, or extensions of this Grant Agreement, including a one-year extension of the grant agreement contingent upon receipt of Head Start grant funding and grantee's satisfactory performance, for an additional amount not to exceed \$25,000, and provided that such amendments or extensions shall be approved as to form and legality by the Office of the City Attorney and filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, and
PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____

LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California

8-1

JUL 10 2007

OFFICE OF THE CITY CLERK
OAKLAND

2007 JUN 28 PM 6:47

Approved as to Form and Legality

Scott C. Cook
City Attorney

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO EXECUTE A ONE-YEAR GRANT AGREEMENT IN AN AMOUNT NOT TO EXCEED \$25,000 BETWEEN THE CITY AND LINGUISTIC ALTERNATIVES TO PROVIDE SPEECH AND LANGUAGE SERVICES TO THE OAKLAND HEAD START PROGRAM, AND CONTINGENT UPON RECEIPT OF HEAD START GRANT FUNDING AND GRANTEE'S SATISFACTORY PERFORMANCE, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A ONE-YEAR EXTENSION FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$25,000 FOR A TWO-YEAR TOTAL NOT TO EXCEED \$50,000

WHEREAS, the Head Start Program has received authorization from the U.S. Department of Health and Human Services to provide Head Start services for children in Oakland; and

WHEREAS, the Head Start Program Performance Standards promulgated by the U.S. Department of Health and Human Services for all Head Start Programs require that Speech and Language services be made available to children and families enrolled in the Head Start Program; and

WHEREAS, the City of Oakland Department of Human Services desires to enter into a Grant Agreement with Linguistic Alternatives to provide Speech and Language service for Program Year 2007-2008; and

WHEREAS, the provider has met all of the requirements for Speech and Language service providers and was among the top candidates who applied for the contract; and

WHEREAS, Oakland Head Start intends to submit a grant application to the U.S. Department of Health and Human Services, Administration for Children and Families, for funding Head Start grant agreements for program Year 2008-09; and

WHEREAS, funds in the amount of \$25,000 are available to pay for these services in the Department of Health and Human Services Fund (2128), Head Start Organization (78231), Head Start Project (G3051xx); and

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CLERK OF THE CITY COUNCIL
JUL 10 2007

WHEREAS, the grant agreement with Linguistic Alternatives may be subject to the City of Oakland's three percent contract compliance fee which would amount to \$750 and not imposing or disregarding the Contract Compliance Assessment fee would increase the existing negative balance in the Contract Compliance Assessment Fund (1790); and

WHEREAS, the City Council finds that the performance of this service is in the public interest because of economy; and

WHEREAS, the City Council finds that this grant agreement shall not result in the loss of employment or salary by any person having permanent status in the competitive service; now, therefore be it

RESOLVED: That the City Council hereby authorizes the City Administrator or her designee as an agent for the City to execute a Grant Agreement Contract between the City and Linguistic Alternatives, to provide speech and language services to the City of Oakland Head Start Program in an amount not to exceed \$25,000; and be it

FURTHER RESOLVED: That the City Administrator or her designee, is hereby authorized to approve any subsequent amendments, modifications, or extensions of this Grant Agreement, including a one-year extension of the grant agreement contingent upon receipt of Head Start grant funding and grantee's satisfactory performance, for an additional amount not to exceed \$25,000, and provided that such amendments or extensions shall be approved as to form and legality by the Office of the City Attorney and filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, and
PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

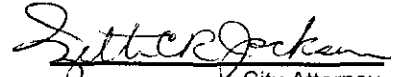
ATTEST: _____

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LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California

JUL 10 2007

2007 JUN 28 PM 6:47

OAKLAND CITY COUNCIL


City Attorney

RESOLUTION No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO EXECUTE A ONE-YEAR GRANT AGREEMENT IN AN AMOUNT NOT TO EXCEED \$45,000 BETWEEN THE CITY AND FAMILY PATHS TO PROVIDE MENTAL HEALTH SERVICES FOR THE OAKLAND HEAD START PROGRAM, AND CONTINGENT UPON RECEIPT OF HEAD START GRANT FUNDING AND GRANTEE'S SATISFACTORY PERFORMANCE, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A ONE-YEAR EXTENSION FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$45,000 CULMINATING IN A TWO-YEAR TOTAL NOT TO EXCEED \$90,000

WHEREAS, the Head Start Program has received authorization from the U.S. Department of Health and Human Services to provide Head Start services for children in Oakland; and

WHEREAS, the Head Start Program Performance Standards promulgated by the U.S. Department of Health and Human Services for all Head Start Programs require that mental health services be made available to children and families enrolled in the Head Start Program; and

WHEREAS, the City of Oakland Department of Human Services desires to enter into a Grant Agreement with Family Paths to provide mental health services for Program Year 2007-2008; and

WHEREAS, the provider has met all of the requirements for mental health providers and was among the top candidates who applied for the contract; and

WHEREAS, Oakland Head Start intends to submit a grant application to the U.S. Department of Health and Human Services, Administration for Children and Families, for funding Head Start grant agreements for program Year 2008-09; and

WHEREAS, funds in the amount of \$45,000 are available to pay for these services in the Department of Health and Human Services Fund (2128), Head Start Organization (78231), Head Start Project (G3051xx); and

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JUL 10 2007

WHEREAS, the grant agreement with Family Paths may be subject to the City of Oakland's three percent contract compliance fee which would amount to \$1,350 and not imposing or disregarding the Contract Compliance Assessment fee would increase the existing negative balance in the Contract Compliance Assessment Fund (1790); and

WHEREAS, the City Council finds that the performance of this service is in the public interest because of economy; and

WHEREAS, the City Council finds that this grant agreement shall not result in the loss of employment or salary by any person having permanent status in the competitive service; now, therefore be it

RESOLVED: That the City Council hereby authorizes the City Administrator or her designee as an agent for the City to execute a Grant Agreement Contract between the City and Family Paths, to provide mental health services to the City of Oakland Head Start Program in an amount not to exceed \$45,000; and be it

FURTHER RESOLVED: That the City Administrator or her designee, is hereby authorized to approve any subsequent amendments, modifications, or extensions of this Grant Agreement, including a one-year extension of the grant agreement contingent upon receipt of Head Start grant funding and grantee's satisfactory performance, for an additional amount not to exceed \$45,000, and provided that such amendments or extensions shall be approved as to form and legality by the Office of the City Attorney and filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, and
PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____
LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California

8-3

JUL 10 2007

2007 JUN 28 09:48

OAKLAND CITY COUNCIL

[Signature]
City Attorney

RESOLUTION NO. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO EXECUTE A ONE-YEAR GRANT AGREEMENT IN AN AMOUNT NOT TO EXCEED \$50,000 BETWEEN THE CITY AND THROUGH THE LOOKING GLASS TO PROVIDE MENTAL HEALTH SERVICES TO THE OAKLAND HEAD START PROGRAM, AND CONTINGENT UPON RECEIPT OF HEAD START GRANT FUNDING AND GRANTEE'S SATISFACTORY PERFORMANCE, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A ONE-YEAR EXTENSION FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$50,000 CULMINATING IN A TWO-YEAR TOTAL NOT TO EXCEED \$100,000

WHEREAS, the Head Start Program has received authorization from the U.S. Department of Health and Human Services to provide Head Start services for children in Oakland; and

WHEREAS, the Head Start Program Performance Standards promulgated by the U.S. Department of Health and Human Services for all Head Start Programs require that mental health services be made available to children and families enrolled in the Head Start Program; and

WHEREAS, the City of Oakland Department of Human Services desires to enter into a Grant Agreement with Through the Looking Glass to provide mental health services for Program Year 2007-2008; and

WHEREAS, the provider has met all of the requirements for mental health providers and was among the top candidates who applied for the contract; and

WHEREAS, Oakland Head Start intends to submit a grant application to the U.S. Department of Health and Human Services, Administration for Children and Families, for funding Head Start grant agreements for program Year 2008-09; and

WHEREAS, funds in the amount of \$50,000 are available to pay for these services in the Department of Health and Human Services Fund (2128), Head Start Organization (78231), Head Start Project (G3051xx); and

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JUN 10 2007

WHEREAS, the grant agreement with Through the Looking Glass may be subject to the City of Oakland's three percent contract compliance fee which would amount to \$1,500 and not imposing or disregarding the Contract Compliance Assessment fee would increase the existing negative balance in the Contract Compliance Assessment Fund (1790); and

WHEREAS, the City Council finds that the performance of this service is in the public interest because of economy; and

WHEREAS, the City Council finds that this grant agreement shall not result in the loss of employment or salary by any person having permanent status in the competitive service; now, therefore be it

RESOLVED: That the City Council hereby authorizes the City Administrator or her designee as an agent for the City to execute a Grant Agreement Contract between the City and Through the Looking Glass, to provide mental health services to the City of Oakland Head Start Program in an amount not to exceed \$50,000; and be it

FURTHER RESOLVED: That the City Administrator or her designee, is hereby authorized to approve any subsequent amendments, modifications, or extensions of this Grant Agreement, including a one-year extension of the grant agreement contingent upon receipt of Head Start grant funding and the satisfactory performance of grantee, for an additional amount not to exceed \$50,000, and provided that such amendments or extensions shall be approved as to form and legality by the Office of the City Attorney and filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, and
PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

JUL 10 2007

ATTEST: _____

LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California