

2023 OCT -5 PM 5:43

Malin J. Melh  
CITY ATTORNEY'S OFFICE

**OAKLAND CITY COUNCIL**

**RESOLUTION NO. 89937 C.M.S.**

**RESOLUTION WAIVING THE LOCAL/SMALL LOCAL BUSINESS ENTERPRISE PROGRAM REQUIREMENTS AND AUTHORIZING THE CITY ADMINISTRATOR TO AMEND A PROFESSIONAL SERVICES AGREEMENT WITH CHILDCARE CAREERS, LLC TO INCREASE THE AMOUNT BY \$500,000 FOR A TOTAL AMOUNT NOT TO EXCEED \$750,000 FOR AS NEEDED SUBSTITUTE TEACHER STAFFING SERVICES**

**WHEREAS**, the Human Services Department, Head Start Program provides critical early childcare and education services to Oakland families and maintaining these services is critical for families and their children; and

**WHEREAS**, City staff provide classroom teaching and family support for Head Start families and staff are specially trained in the Head Start required performance standards and other critical licensing requirements; and

**WHEREAS**, the City of Oakland Head Start program staffing vacancies of approximately 37 FTEs Head Start and Early Head Start Instructors, Associate Instructors Assistant Instructors and Early Childhood Center Director, which is consistent with a local, state, and nationwide teacher shortage; and

**WHEREAS**, Head Start staff, including teachers and City substitute teachers, need to take specific leave such as vacation, sick leave, disability leave, family leave, etc. while the program is in session and thus require temporary workers to ensure classroom teacher-student ratios are maintained and Head Start standards are met; and

**WHEREAS**, the Head Start Performance Standards section 1304.53(k)(2)(3) mandate 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 in order to help build skills and knowledge needed to fulfill their job responsibilities; and

**WHEREAS**, Childcare Careers was the only qualified vendor to respond to RFP that demonstrate expertise and knowledge with Head Start Program requirements; and

**WHEREAS**, Human Services has discussed with the Union, about the necessity for substitute teacher contracts to provide support to existing staff and families with experienced teaching staff who have knowledge of the Head Start Program; and

**WHEREAS**, the City Administrator entered into a five-year contract from FY 2022-2027 with Childcare Careers for an amount not to exceed \$250,000 for services; and

**WHEREAS**, HSD, Head Start Program proposes to amend this Professional Services Agreement with Childcare Careers teacher staffing services to increase the amount by \$500,000 for a total amount not to exceed \$750,000; and

**WHEREAS**, Childcare Careers will provide 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 still receive services in the event of City staff absences, including sick leave, disability, vacation, training, etc.; and

**WHEREAS**, the funding source is the Department of Health and Human Services Fund (2128), HS Classroom and Seasonal Org (78231); Strengthening Children, Youth and Families (YS13); FY 2022-23 and FY 2023-24 Project Number (1005580) Head Start Basic and FY 2022-23 and FY 2023-24 Project Number (1005586) - Early Head Start Basic (Future FY Project Numbers TBD); and

**WHEREAS**, Childcare Careers, LLC is the only agency that has been able to consistently provide qualified substitutes to Head Start, and Childcare Careers, LLC staffing support services have specialized expertise to meet the unique teaching and learning needs and circumstances of the population served by the City of Oakland Head Start program as well as the Head Start Program administration and management requirements; and

**WHEREAS**, the Council may waive the City's L/SLBE requirements for professional services contracts pursuant to Part I of Oakland's Local and Small Local Business Enterprise Program guidelines adopted by Ordinance No. 13647 C.M.S.; and

**WHEREAS**, prior Requests for Proposals for childcare services issued by the City of Oakland have not resulted in additional agencies who can provides qualified early education teacher substitutes for the Head Start Program; and

**WHEREAS**, the City Administrator has determined that this contract is 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; now, therefore, be it

**RESOLVED**: That the City Council hereby authorizes the City Administrator to amend a professional services agreement with Childcare Careers to increase the amount by \$500,000 for a total amount not to exceed \$750,000 for FY 2022-27; and be it

**FURTHER RESOLVED**: That City Council authorizes the use of funds from Department of Health and Human Services Fund (2128), HS Classroom and Seasonal Org (78231); Strengthening Children, Youth and Families Program (YS13); FY 2023-27 Project Number (1005580) Head Start Basic and FY 2023-27 Project Number (1005586) - Early Head Start Basic (Future FY Project Numbers TBD); and be it

**FURTHER RESOLVED**: That pursuant to Oakland's Local and Small Local Business Enterprise Program guidelines adopted by Ordinance No. 13647 C.M.S., the Council waives the L/SLBE program participation requirement; and be it

**FURTHER RESOLVED:** That the City Administrator or his designee, is hereby authorized to execute any subsequent amendments, modifications, or extensions of this Professional Services Agreement without increasing the amount of the agreement; and be it

**FURTHER RESOLVED:** That said agreement 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,

PASSED BY THE FOLLOWING VOTE: **OCT 17 2023**

AYES - FIFE, GALLO, JENKINS, KALB, KAPLAN, RAMACHANDRAN, REID, AND  
PRESIDENT FORTUNATO BAS - 8

NOES 4  
ABSENT 4  
ABSTENTION 4

ATTEST:



ASHA REED

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