

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2015 APR 30 PM 3:14

Approved as to Form and Legality

Amcarlary
City Attorney

OAKLAND CITY COUNCIL

RESOLUTION No. 85595 C.M.S.

Introduced by Councilmember _____

RESOLUTION 1) AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH RAISING A READER TO PROVIDE ONGOING TRAINING & TECHNICAL SUPPORT FOR THE HEAD START PROGRAM, IN AN AMOUNT NOT TO EXCEED \$15,000 FOR THE PROGRAM YEAR 2015-2016, AND 2) WAIVING THE COMPETITIVE REQUEST FOR PROPOSAL/QUALIFICATIONS PROCESS

WHEREAS, the Human Services Department, Head Start Program wishes to enter into a Professional Services Agreement with Raising a Reader to provide a book bag rotation program and ongoing training and technical support for Head Start staff and parents, to ensure effective integration of the book bag program in Head Start classrooms and in parent and family engagement strategies, in an amount not to exceed \$15,000 for Program Year (PY) 2015-2016; and

WHEREAS, Raising a Reader (RAR) is a local family literacy book bag rotation program serving Alameda, Contra Costa, and San Francisco counties, that empowers families, caregivers, and educators to build and strengthen a daily book-sharing routine with children, in order to increase and help support children's literacy development, growth and learning; and

WHEREAS, RAR will work with Oakland Head Start, among other community-based partners, to help facilitate a family literacy partnership between the school and home, that fosters and nurtures a love of reading in children, ages birth to five years old; and

WHEREAS, the RAR program also works to reinforce the role of parents and families as their children's first and primary teachers, in helping children enter Kindergarten loving books and excited to learn; and

WHEREAS, in collaboration with the RAR program and in alignment with Oakland Head Start's parent, family and community engagement and school readiness goals, Head Start teachers will ensure that children take a bright red bag filled with high-quality, developmentally appropriate, multi-lingual and multicultural children's books, home each week, to engage in a daily book-sharing routine with their parents and family; and

WHEREAS, as a California-based Head Start program, the City of Oakland Head Start program is committed to improving school readiness and parent, family and community engagement outcomes for children, ages three to five years old and their families; and

WHEREAS, the training & technical assistance provided by RAR over the 2015-2016 program year, will begin implementation in the fall months of 2015, conclude in June 2016, and will consist of staff and parent trainings and workshops focused on supporting children's language and literacy skills; and

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

WHEREAS, the professional services agreement will be fully funded through the 2015-2016 Head Start program grants scheduled for approval by City Council on May 19, 2015, funding of \$10,000 will be available in the Human Services Head Start Fund (2128), HS Classroom & Seasonal Organization (78231), Supplies: Classroom Account (52630), HS FY15/16 Operation BASIC Project (G486510), Children & Family Services and Supplies Program (8E02), and funding of \$5,000 will be available in the Human Services Head Start Fund (2128), HS Classroom & Seasonal Organization (78231), Supplies: Classroom Account (52630), Early HS Exp Fiscal Year 2015-2016 Operating BASIC Project (G486580), Children & Family Services and Supplies Program (8E02); and

WHEREAS, Oakland Municipal Code (OMC) section 2.04.040.B.4 requires the City Administrator to conduct an informal Request for Proposals/Qualifications (RFP/Q) process for professional services contracts involving expenditures of \$25,000 or less, and OMC section 2.04.051.B permits the Council to waive the RFP/Q process upon a finding that it is in the best interest of the City to do so; and

WHEREAS, staff recommends that it is in the best interest of the City to waive the RFP/Q process because RAR is the only company in the Bay Area that provides training on the RAR family literacy book bag rotation program, consistent with the federal Head Start School Readiness and Parent, Family & Community Engagement mandates; 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 pursuant to OMC section 2.04.051.B and 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 interest of the City to waive the competitive RFP/Q process for the agreement with Raising a Reader and so waives the requirement; and be it

FURTHER RESOLVED: That based on information provided by the City Administrator, the City Council finds 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; and be it

FURTHER RESOLVED: That the City Council hereby authorizes the City Administrator or his designee to execute a professional services agreement with Raising a Reader to provide a book bag rotation program and ongoing training and technical support for Head Start staff and parents, to ensure effective integration of the book bag program in Head Start classrooms and in parent and family engagement strategies, in an amount not to exceed \$15,000 for program year 2015-2016; 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.

MAY 19 2015

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, CAMPBELL WASHINGTON, GALLO, GUILLEN, KALB, KAPLAN, ~~REID~~, AND PRESIDENT GIBSON MCELHANEY - 7

NOES- 0

ABSENT- 0

ABSTENTION- 0

Excused- Reid-1

ATTEST: LaTonda Simmons *for*
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California