

FILED
OFFICE OF THE CITY CLERK
OAKLAND

Macnamara
City Attorney's Office

2019 JUL -3 AM 3:06

OAKLAND CITY COUNCIL

RESOLUTION NO. 87816 C.M.S.

RESOLUTION 1) WAIVING THE COMPETITIVE REQUEST FOR PROPOSALS/QUALIFICATIONS PROCESS, AND 2) AUTHORIZING THE CITY ADMINISTRATOR TO AMEND THE PROFESSIONAL SERVICES AGREEMENT WITH CAROLYN LAFAYETTE TO EXTEND THE TERM FOR FISCAL YEAR 2019-2020 TO CONTINUE PROVIDING CONSULTING SERVICES AND INCREASE THE AMOUNT BY AN AMOUNT NOT TO EXCEED \$125,000 FOR A TOTAL CONTRACT AMOUNT OF \$375,000; AND ENTER INTO A PROFESSIONAL SERVICE AGREEMENT WITH CHILDCARE CAREERS IN AN AMOUNT NOT TO EXCEED \$250,000 TO PROVIDE AS NEEDED TEACHER STAFFING SERVICES FOR FISCAL YEAR 2019-2020

WHEREAS, the Human Services Department (HSD), Head Start Program proposes to amend the Professional Services Agreement with *Carolyn Lafayette*, to extend the term through fiscal year 2019-2020 and increase the compensation amount by an additional amount not to exceed \$125,000 for a total contract amount over the three-year period of \$375,000; and

WHEREAS, *Carolyn Lafayette*, will provide follow up training, technical assistance and consultation on the continued development of management and fiscal systems during the Oakland Head Start Program's transformation from a part-day, double-session service delivery system to a full-day, single session service delivery system, for all downtown central office Head Start and Early Head Start staff, on a regularly scheduled basis; and

WHEREAS, HSD proposes to enter into a professional service agreement with *Childcare Careers* in an amount no to exceed \$250,000 to provide teacher staffing services for fiscal year 2019-2020; 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 not be sent home given all types of City staff absences that must be covered, including sick leave, disability, vacation, training, etc.; 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, the funding source is the Department of Health and Human Services Fund (2128), HS Classroom and Seasonal Org (78231); FY19-20 Project Number (1004470) Head Start Basic and Project Number (1004476) – Early Head Start Basic; 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 RFP/Q process upon a finding that it is in the best interest of the City to do so; and

WHEREAS, both vendors listed in this resolution successfully competed through previous Competitive Request for Proposals and Qualifications Processes, and were selected in compliance with the RFQ selection guidelines; and

WHEREAS, each vendor listed in this resolution has specialized expertise to meet the unique 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, itself, therefore the program is requesting an amendment to the existing professional services agreement with Carolyn Lafayette and a new agreement with Childcare Careers for FY 2019-20; and

WHEREAS, staff recommends that it is in the best interest of the City to waive the RFP/Q process because the specialized consultation, training and technical support provided by *Carolyn Lafayette* is aligned and in compliance with the Head Start Performance Standards and Early Learning Outcomes Framework, as well as essential to the continued construction of management and fiscal systems as the Oakland Head Start Program transforms from a part-day, double-session service delivery system to a full-day, single session service delivery system, which is critical to the program's continued program, stability, and management; and

WHEREAS, staff recommends that it is in the best interest of the City to waive the RFP/Q process because *Childcare Careers* provides specialized services that are aligned and in compliance with the Head Start Performance Standards and Early Learning Outcomes Framework, in addition to licensed, qualified substitute teacher support, for Oakland Head Start/Early Head Start classrooms, when full-time City teaching staff have covered absences, including sick leave, disability, vacation, training, etc., ensuring families will not be sent home and the continuity of service and quality teaching remains intact; and

WHEREAS, the City Administrator has determined that these contracts 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; now, therefore, be it

RESOLVED: That pursuant to Oakland Municipal Code 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 interest of the City to waive the competitive RFP/Q process for the agreements with *Carolyn Lafayette* and *Childcare Careers* and so waives the requirement; and be it

FURTHER RESOLVED: That based on information provided by the City Administrator, the City Council finds that these contracts 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 authorizes the City Administrator to amend the professional services agreement with Carolyn Lafayette to extend the term for FY 2019-20 and increase the contract amount by an amount not to exceed \$125,000 for a total contract amount over the three-year period of \$375,000 and be it

FURTHER RESOLVED: That the City Council hereby authorizes the City Administrator to enter into a professional services agreement with Childcare Careers in an amount not to exceed \$250,000 to provide teacher staffing services for fiscal year 2019-2020; and be it

FURTHER RESOLVED: That the City Administrator or her 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,

JUL 16 2019

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:



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