



# City of San Antonio

## Agenda Memorandum

**File Number:**15-4516

---

**Agenda Item Number:** 9.

**Agenda Date:** 9/3/2015

**In Control:** City Council A Session

---

**DEPARTMENT:** Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

FY 2016 Child Care Services Program

### **SUMMARY:**

This ordinance authorizes budgetary, grant, and associated contract related actions for the City's FY 2016 Child Care Services (CCS) Program, including:

- A. acceptance of grant funds in an amount up to \$45,898,794.00 for the period of October 1, 2015 - September 30, 2016, which includes \$28,316,699.00 for operating and direct care Federal and State grant funds;\$6,212,362.00 in federal matching funds; \$7,254,621.00 or additional reimbursements from the Texas Department of Family and Protective Services (TDFPS) to fund childcare for foster and abused children; and \$151,088 in Child Care Quality Operations funding;
- B. a total CCS program budget of \$49,241,997.00, which includes \$45,898,794.00 in grant funds, \$3,263,203.00 in in-kind matching funds from the City of San Antonio General Fund budget and \$80,000.00 from program income;
- C. personnel complement of 62 positions; and
- D. execution of a delegate agency contract for rural child care management services with Community Council of South Texas, Inc. for two years in an amount up to \$520,000 annually to provide childcare services to 11 rural counties in the Alamo Workforce Development Area, with three, one year renewal options.

### **BACKGROUND INFORMATION:**

For over 23 years, the Department of Human Services has managed the Child Care Services (CCS) program in

the 12 county Alamo Workforce Development Area. The program provides subsidized childcare for families meeting income and other qualification requirements. The CCS program serves an average of 9,200 children on a daily basis with over 3,200 children on a waitlist to receive subsidized childcare through 667 child care vendors/contractors.

Texas Workforce Commission (TWC) administers the State's subsidized childcare program through funding received from the U.S. Department of Health and Human Services (HHS), Child Care Development Block Grant. TWC determines the allocation for childcare services based on federal appropriations and local needs and contracts with WSA, the local workforce development board, to implement the program. In turn, WSA awards contracts with local agencies to provide program services.

Historically, DHS has contracted with the Alamo Area Development Corporation (AADC) to provide services to clients in the 11 rural counties surrounding Bexar County. The current contract will expire September 30, 2015 and AADC has chosen not to exercise the available one year renewal options.

## **ISSUE:**

Through this ordinance, the Department of Human Services is requesting authority to accept total funding in an amount up to \$49,241,997.00 for a period of October 1, 2015 - September 30, 2016. The total budget includes \$3,263,203.00 in in-kind matching funds from the City of San Antonio General Fund budget, which are used to support early childhood and after school delegate agency contracts as part of the consolidated funding process. COSA contribution of match draws an additional \$6.2 million in federal matching funds for direct child care assistance.

Awarded funding will provide for the City's operational costs, including a personnel complement of 62 positions, and a delegate agency contract with Community Council of South Central Texas, Inc. in an amount up to \$520,000.00 annually to provide childcare services to 11 rural counties in the Alamo Workforce Development Area, with three, one year renewal options.

The City solicited bids, via a Request for Proposal (RFP), for "Rural Child Care management Services" (RFP 6100005743, 15-044) on April 7, 2015. A pre-submittal conference for the RFP was held on April 16, 2015 with a submission deadline of May 11, 2015. Two qualified proposals were received and evaluated by the evaluation committee comprised of representatives from the City Manager's Office, Workforce Solutions Alamo and the Department of Human Services. Community Council of South Central Texas, Inc. was selected by the RFP evaluation committee as the recommended respondent for award. The evaluation committee based the recommendation on several weighted factors, to include experience, background and qualifications, proposed plan and funding budget.

The recommended award is an exception to the Local Preference Program. The Veteran-Owned Small Business Preference Program does not apply to professional service contracts governed by statute, so no preference was applied to this contract. Due to the lack of small, minority, and/or women businesses available to provide these goods the SBEDA Program did not apply to this solicitation.

## **ALTERNATIVES:**

Should authority to accept funding not be approved, WSA would award funding to another agency to provide child care services to the Alamo Workforce Board Area. Additionally, should the contract with Community Council of South Central Texas, Inc not be approved, the City would be need to release an RFP to identify an

alternate Rural Services provider or provide direct services in the 11 county rural area. Such an action would delay the provision of services to the community and may negatively impact currently enrolled children and families.

**FISCAL IMPACT:**

Contractual funding will be allocated from the FY 2016 CCS Program grant. Grant funding will also support a personnel complement of 62 DHS positions. Required program match includes \$3,263,203.00 in in-kind matching funds from the City of San Antonio General Fund budget and \$80,000.00 from program income.

**RECOMMENDATION:**

Staff recommends of this ordinance authorizing budgetary, grant and contract related items for the FY 2016 CCS Program. Continuation of program operations will ensure uninterrupted services to the community.

This contract is procured by means of Request for Proposals and a Contracts Disclosure Form is required.