

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
BOARD ACTION SUMMARY

DEPT: Community Services Agency

BOARD AGENDA #: \*B-2(c)

AGENDA DATE: August 30, 2016

**SUBJECT:**

Approval to Issue a Request for Proposal for the Provision of Post-Adoption Family Specialty Camp Services

BOARD ACTION AS FOLLOWS:

No. 2016-449

On motion of Supervisor Withrow, Seconded by Supervisor O'Brien  
and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Withrow, DeMartini, and Chairman Monteith

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1)  Approved as recommended

2)  Denied

3)  Approved as amended

4)  Other:

MOTION:

ATTEST:

  
ELIZABETH A. KING, Clerk of the Board of Supervisors

File No.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
AGENDA ITEM**

DEPT: Community Services Agency  
Urgent  Routine

BOARD AGENDA #: \*B-2(c)

AGENDA DATE: August 30, 2016

CEO CONCURRENCE: *pt*

4/5 Vote Required: Yes  No

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**SUBJECT:**

Approval to Issue a Request for Proposal for the Provision of Post-Adoption Family Specialty Camp Services

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**STAFF RECOMMENDATIONS:**

1. Authorize the General Services Agency (GSA) Purchasing Division to issue a Request for Proposal (RFP) on behalf of the Community Services Agency for the provision of post-adoption family specialty camp services for the contract period of April 1, 2017 through December 31, 2017 with three optional nine month contract renewals.

**DISCUSSION:**

The Community Services Agency (CSA) contracts with numerous individuals and agencies to provide essential services to Stanislaus County residents. In most cases, individuals and agencies are selected through a competitive process, which takes into account specific expertise, as well as cost efficiency. Agreements are renewed based on a demonstrated ability to deliver required outcomes effectively, along with availability of funding. While a number of agencies have successful, long term partnering relationships with CSA, County procurement guidelines state that non-professional contracted services which have reached a \$45,000 cumulative level and have not been previously competitively procured or those that have been previously competitively procured but have now reached the maximum three year term imposed by the California Department of Social Services Management and Office Procedure 23-621, shall be competitively procured.

One of the program services that CSA provides via contract is post-adoption family specialty camp services. CSA recognizes that children who have been abused and neglected benefit from camp experience because camp helps to increase self-esteem and develop social skills. The camp also recognizes that adoption families have unique obstacles in bonding. This camp meets a variety of needs, which include, but is not limited to the following: meeting a child's physical, emotional, medical and educational needs; providing emotional support for a child, parents and other family members; bonding activities for the family; specialized parenting techniques; learning to treat others with respect; the children acquiring basic skills to seek employment; controlling anger and negative behavior; developing supportive interpersonal relationships; and taking responsibility for ones actions.

CSA is seeking post-adoption services comprising of activities to serve both the parents and children in social connections, knowledge of parenting, and supporting the social and emotional competence of children. Activities include, but are not limited to, specialized

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parenting classes for post-adoption, lectures, support groups and group discussion for parents, age appropriate/developmental child activities that include skill building and peer relationships, and bonding activities for the whole family. The current provider has served 116 children since April 2014 and has provided the following: increased parent resilience, developed social connections, improved knowledge of parenting for this specific population and increased the social and emotional competence of children. The current contract term is written for nine months (April 1, 2016 through December 31, 2016) to allow the foster youth to begin the registration process in April, to attend the one week camp that typically occurs in the last week of June and to allow invoice processing time after camp.

The Community Services Agency is now requesting approval to issue a Request for Proposal (RFP) for the provision of post-adoptive family specialty camp services. The procurement method will be a "best value" approach, which means that the County is prepared to award a single contract to the Proposer who offers the most cost-effective and comprehensive solutions.

The Department will return to the Board upon completion of the RFP process with a final contract recommendation.

### **POLICY ISSUE:**

Approval to issue a Request for Proposal (RFP) for the provision of post-adoption family specialty camp services will allow the Community Service Agency to meet the County Purchasing Department's procurement guidelines that state non-professional contracted services which have reached a \$45,000 cumulative level and have not yet been competitively procured or those that have been previously competitively procured but have now reached the maximum three year term imposed by the California Department of Social Services Management and Office Procedure 23-621, shall be competitively procured.

### **FISCAL IMPACT:**

The total cost of the post-adoption family specialty camp services contract is estimated to be approximately \$29,500 for the period of April 1, 2017 through December 31, 2017 or approximately \$3,277 per month of the nine month contract. The appropriations and corresponding estimated revenues are included in the Community Services Agency approved Proposed Budget for Fiscal Year 2016-2017. Post-adoption family specialty camp services appropriations and estimated revenues for the optional three nine month contract renewals are projected to be sustained at the Fiscal Year 2016-2017 funding level and will be included in the Agency's budget submission for the subsequent fiscal years.

Funding for post-adoption family specialty camp services is provided through Promoting Safe and Stable Families (PSSF), a Federal grant which is distributed at the local level via allocations from the California Department of Social Services. This program is 100% federally funded and as such, there is no cost to the General Fund associated with this contract.

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<b>Cost of recommended action:</b>		\$	29,500
<b>Source(s) of Funding:</b>			
Federal Grant Funding	\$	29,500	
<b>Funding Total:</b>		\$	29,500
<b>Net Cost to County General Fund</b>		\$	-

**Fiscal Year:**

**Budget Adjustment/Appropriations needed:**

2016/2017 through 2017/2018
<b>No</b>

**Fund Balance as of**

N/A

**BOARD OF SUPERVISORS' PRIORITY:**

Approval of this request to issue an RFP supports the Board of Supervisors' priorities of A Healthy Community, A Safe Community, Effective Partnerships and Efficient Delivery of Public Services by meeting a community need for services that improves the health and well-being of children and families in our community.

**STAFFING IMPACT:**

Existing Community Services Agency and General Services Agency Purchasing staff is available to support this RFP process.

**CONTACT PERSON:**

Kathryn M. Harwell, Director (209) 558-2500

**ATTACHMENT(S):**

None