

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

January 10, 2023

**FROM**

**JACQUELYN GREENE, Director, Preschool Services Department**

**SUBJECT**

Amendment to Contract with Child Care Resource Center to Provide Subsidized Childcare Through the Early Head Start – Child Care Partnership Program

**RECOMMENDATION(S)**

Approve **Amendment No. 5**, effective July 1, 2022, to **Contract No. 20-493** with Child Care Resource Center to provide subsidized childcare as part of the Early Head Start – Child Care Partnership Program, updating the contractor service responsibilities and increasing the total contract amount by \$99,310, from \$5,672,517 to \$5,771,827, for a cost-of-living adjustment and program budget increase, with no change to the total contract period of July 1, 2020 through June 30, 2023.

(Presenter: Jacquelyn Greene, Director, 383-2005)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

This item does not impact Discretionary General Funding (Net County Cost). The increase of \$99,310 for subsidized childcare is 100% federally funded through the United States Department of Health and Human Services, Administration for Children and Families (ACF). Adequate appropriation and revenue have been included in the Preschool Services Department's (PSD) 2022-23 budget.

**BACKGROUND INFORMATION**

The overall goal of Early Head Start and Head Start programs is to increase the health and school readiness of disadvantaged children and increase the self-sufficiency of low-income families. Child Care Resource Center (CCRC) provides subsidized childcare services as part of the Early Head Start – Child Care Partnerships Program (EHS-CCP) to qualified families. The recommended amendment to the contract will enable CCRC to provide a 2.28% cost-of-living adjustment (COLA) as provided for by ACF for its personnel and a necessary program budget increase for supplies, training materials/curriculum materials, and physical quality improvement due to inflation. Additionally, the amendment will also update the reporting due date schedule for monthly financial reports, property inventory reports and Federal end year reports, and classroom permanent closure procedure in Section II. Contractor Service Responsibilities of the contract.

PSD operates the Early Head Start, EHS-CCP, Head Start, General Child Care and Development, and State Preschool programs serving more than 3,800 children in locations

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throughout San Bernardino County. Head Start and State Preschool programs have been operating in San Bernardino County since 1965. Since 1999, PSD has provided these programs through a combination of direct and contracted services.

The recommended amendment is being presented to the Board of Supervisors (Board) at this time as PSD received the funding notices from ACF on August 26, 2022 and received the CCRC amended budget on November 2, 2022. The COLA funding is effective July 1, 2022 through June 30, 2023. This is the first date available for presentation of these amendments following the required operational, fiscal, and legal reviews. Approval by the Board at this time will have no impact on PSD's Early Head Start and Head Start Programs services and activities.

CCRC's performance will be monitored by review of monthly reports on program performance to ensure compliance with the administrative, fiscal, and program requirements of the contract. CCRC will cooperate with the County in the monitoring and evaluation of this contract and comply with all established reporting requirements. The contract may be terminated without cause by the County with 30 days written notice.

**PROCUREMENT**

On June 23, 2020 (Item No. 55), the Board approved Contract No. 20-493 with CCRC to provide subsidized childcare as part of EHS-CCP Program, in the amount of \$4,474,824 for the period of July 1, 2020 through June 30, 2023. ACF required applicants to form partnerships in order to apply for the EHS-CCP Program, as the program was based upon providing subsidies to families through these partnerships. ACF awarded grant funds to PSD for the provision of the EHS-CCP Program services through partnership(s) with CCRC and the County Transitional Assistance Department (TAD). The Purchasing Department supported the non-competitive contract with CCRC, as CCRC and TAD are the only agencies under contract with the California Department of Education to provide subsidized childcare in the High Desert and San Bernardino Valley Area.

On October 27, 2020 (Item No. 55), the Board approved Amendment No. 1, effective July 1, 2020, to Contract No. 20-493 with CCRC, to provide subsidized childcare as part of EHS-CCP Program, increasing the total by \$95,812, from \$4,474,824 to \$4,570,636, with no change to the total contract period of July 1, 2020 through June 30, 2023. Amendment No. 1 increased the contract to reflect a 2% COLA, as well as Coronavirus Aid, Relief, and Economic Security (CARES) Act funding for COVID-19 related costs, such as distance learning equipment and safety supplies.

On April 6, 2021 (Item No. 31), the Board approved Amendment No. 2, effective July 1, 2020, to Contract No. 20-493 with CCRC, to provide subsidized childcare as part of the EHS-CCP Program, increasing the total by \$64,070, from \$4,570,636 to \$4,634,706, with no change to the total contract period of July 1, 2020 through June 30, 2023. Amendment No. 2 provided an increase in funding to CCRC to complete facility projects and installation of shade structures.

On July 13, 2021 (Item No. 27), the Board approved Amendment No. 3, effective July 1, 2021, to Contract No. 20-493 with CCRC, to provide subsidized childcare as part of EHS-CCP Program, increasing the total by \$923,811, from \$4,634,706 to \$5,558,517, for cost-of-living adjustments, facility projects, and continued childcare services with no change to the total contract period of July 1, 2020 through June 30, 2023.

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On October 26, 2021 (Item No. 42), the Board approved Amendment No. 4, effective November 1, 2021, to Contract No. 20-493 with CCRC to provide subsidized childcare as part of the EHS-CCP Program, increasing the total contract amount by \$114,000, from \$5,558,517 to \$5,672,517, in one-time supplemental funding for start-up costs related to program expansion, with no change to the total contract period of July 1, 2020 through June 30, 2023.

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on November 18, 2022; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on December 6, 2022; Finance (Paul Garcia, Administrative Analyst, 386-8392) on December 9, 2022; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on December 20, 2022.

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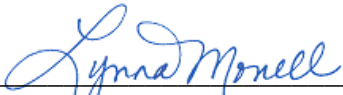
Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Curt Hagman  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY

  
DATED: January 10, 2023



cc: PSD - Gitonga w/agree  
Contractor - C/O PSD w/agree  
File - w/agree

CCM 01/17/2023