



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

Human Services Agency

DATE: October 10, 2002

BOARD MEETING DATE: October 22, 2002

TO: Honorable Board of Supervisors

FROM: Maureen D. Borland, Director, Human Services Agency
Steve Cervantes, Director, Office of Housing 

SUBJECT: Resolution authorizing the execution of an Agreement with The Family Support Center of the Mid-Peninsula to provide Core Services

Recommendation

Adopt a Resolution:

1. Waiving the Request for Proposal (RFP) process;
2. Authorizing the execution of an Agreement with The Family Support Center of the Mid-Peninsula to provide Core services from 8/1/02 through 6/30/03 in the amount of \$114,788; and
3. Authorizing the Director of the Human Services Agency to execute subsequent Amendments and minor modifications not to exceed \$25,000 per funding source.

Background

The Family Support Center of the Mid-Peninsula is a Core service agency providing services to the residents of San Mateo County. The seven Core service provider agencies provide San Mateo County residents with information and referral, emergency assistance, case management and other services. The emergency assistance, information and other services provided by the Core service providers offer access to the County's Human Services delivery system. This past year Family Support Center has been successful in meeting their performance measures.

Discussion

A formal Request For Proposal was not completed because this provider is a sole source. The Family Support Center of the Mid-Peninsula has been the provider of these unique Core services in their area for San Mateo County residents for the past ten years. The Agreement was delayed due to the process of the Core agencies coming together to develop a comprehensive Agreement to reflect their services. The following are Performance Measures for this Agreement term:

Performance Measures

| Performance Measures | FY 2002-03 |
|--|------------|
| Rental Assistance: Number/percentage of households stably housed 6 months after rental assistance. | 80/80% |
| Emergency Services: Number of households provided emergency services. | 1,100 |

County Counsel has reviewed and approved this Agreement as to form. Risk Management has reviewed and approved the contractors insurance coverage.

Vision Alignment

This action keeps the commitment of: Leaders work together across boundaries to preserve and enhance the quality of life and goal number 23: Leaders throughout the County provide the impetus for broader regional solutions in land use, housing, childcare, education, health and transportation. The Agreement contributes to this commitment and goal by providing San Mateo County residents with information, general assistance, case management, emergency material assistance and employment related activities through the seven Core agencies.

Fiscal Impact

Funding under this Agreement is for \$114,788, of which \$64,170 is from Human Services Reserves and \$50,618 is from the General Fund. The Net County Cost impact is included in the Agency's FY 2002-03 budget.