



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

Human Services Agency

**DATE:** March 7, 2006  
**BOARD MEETING DATE:** March 14, 2006  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors  
**FROM:** Glen H. Brooks Jr., Interim Director, Human Services Agency  
Mark Lane, Director, Children and Family Services  
**SUBJECT:** Agreement with Family Service Agency of San Mateo County

**RECOMMENDATION:**

Adopt a Resolution:

1. Waiving the Request for Proposal (RFP) process; and
2. Authorizing the execution of an Agreement with the Family Service Agency of San Mateo County (FSA) for the provision of visitation services to at-risk families in the Child Welfare System for the amount of \$126,973. The term of the Agreement is July 1, 2005 through June 30, 2006.

**VISION ALIGNMENT:**

**Commitment:** Ensure basic health and safety for all.

**Goal 6:** Children grow up healthy in safe and supportive homes and neighborhoods.

This Agreement contributes to this commitment and goal since the supervised visits will allow FSA to provide feedback regarding parents' progress, strengths and weaknesses which are beneficial information as Child Welfare staff work towards family reunification.

**Performance Measure(s):**

Measure	FY 2004-05 Actual	FY 2005-06 Projected
The number of supervised visitations hours	1,431	1,700

**BACKGROUND:**

In April 1991, the Board of Supervisors selected FSA of San Mateo County, a local nonprofit organization, to operate a facility or "safe place" for supervising family visits for abused or neglected children and their parents.

In the last 15 years, there have been enhancements made to the supervised visitation program to respond to the increasing needs of the families.

In May 2003, a Request for Proposals (RFP) to provide supervised visitations was conducted. FSA was the sole applicant and was awarded a two-year contract for the period from July 1, 2003 to June 30, 2005.

**DISCUSSION:**

The Human Services Agency wishes to enter into an Agreement with FSA for FY 2005-06 to operate a facility for supervised visits between parents and children considered to be at high risk for abuse or neglect. Due to high demand in visitation services this Agreement reflects an increase in visitation hours and an increase in rate. The anticipated increase in hours is based upon an increase in referrals in the past two years. The increase in rate is due to recruitment of full-time highly skilled and highly trained staff. The more skilled, more experienced staff will provide consistency and improve the quality of the visits. This program enhancement is essential to ensuring child safety as we work towards family reunification.

It is in the County's best interest to waive the RFP process because FSA's continued capacity to respond to the agency's increased need to provide visitation services to families will enable the County to satisfy the requirements related to court-ordered visitations. An RFP will be conducted for FY 2006-07 services.

The development of this Agreement was delayed due to extended negotiations on the scope and level of services. County Counsel has reviewed and approved the Resolution and Agreement as to form and Risk Management has approved Contractor's insurance.

**FISCAL IMPACT:**

The term of this Agreement is from July 1, 2005 to June 30, 2006. The total obligation is \$126,973, of which \$38,094 is funded through Child Welfare Services Funds and \$88,879 is Net County Cost. Appropriations have been budgeted in the FY 2005-06 Children and Family Services Budget. There is no additional Net County Cost associated with the approval of this Agreement.