

A RESOLUTION **2008-08-07-0036R**

**ACTING ON THE RECOMMENDATIONS OF THE HEAD START  
POLICY COUNCIL AND THE QUALITY OF LIFE COMMITTEE  
REGARDING HEAD START PROGRAM APPLICATIONS AND  
APPROVING RELATED ACTIONS.**

\* \* \* \* \*

**WHEREAS**, the City of San Antonio (City) is the grantee of Head Start grant funds from the Department of Health and Human Services for operation of the Head Start program in the City of San Antonio and Bexar County; and

**WHEREAS**, on June 10, 2008, the City issued a Request for Proposals for provision of Head Start program services during the FY 2009-2010 Head Start program year; and

**WHEREAS**, an 11-member independent review team (Review Team) read, evaluated and scored the proposals that were submitted timely; and

**WHEREAS**, the Review Team's recommendations were presented to the City's Head Start Policy Council on July 29, 2008; and

**WHEREAS**, the Head Start Policy Council approved the Review Team's recommendations and submission of its decision to the City Council; and

**WHEREAS**, the Review Team's recommendations were presented to the City Council's Quality of Life committee on August 5, 2008; and

**WHEREAS**, the Quality of Life committee also approved the Review Team's recommendations; and

**WHEREAS**, the City Council considered the recommendations of the Head Start Policy Council and the Quality of Life committee regarding entities to provide Head Start program services during the FY 2009-2010 Head Start program year; **NOW THEREFORE:**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** Upon consideration of the recommendations of the Head Start Policy Council and the Quality of Life Committee regarding proposals submitted by entities for Head Start Program services and related service areas, the City Council approves said recommendations, notification to said entities, and the negotiation of contracts with the recommended entities listed on Attachment I, attached hereto and incorporated herein for all purposes. The City Manager or her designee, or the Director of the Department of Community Initiatives (DCI) or his designee shall seek further City Council approval of the final contracts.

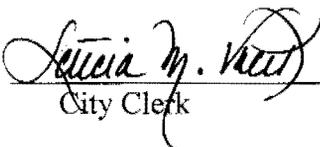
**SECTION 2.** The City Council Quality of Life committee, or successor City Council committee shall continue to review matters related to operations, governance and improvement of the Head Start program involved, in accordance with established City procedures for the Head Start grant, and take appropriate related actions.

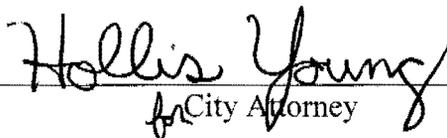
**SECTION 3.** The City Manager or her designee is hereby authorized to establish and oversee protest and appeal procedures in connection with the Head Start program.

**SECTION 4.** This Resolution shall become effective immediately upon passage by eight (8) affirmative votes of the entire City Council; otherwise, said effective date shall be ten (10) days from the date of passage hereof.

PASSED AND APPROVED this 7th day of August, 2008.

  
M A Y O R  
PHIL HARDBERGER

ATTEST:   
City Clerk

APPROVED AS TO FORM:   
for City Attorney

<b>Agenda Item:</b>	6						
<b>Date:</b>	08/07/2008						
<b>Time:</b>	11:59:10 AM						
<b>Vote Type:</b>	Motion to Approve						
<b>Description:</b>	A Resolution acting on the recommendations of the Head Start Policy Council and the Quality of Life committee regarding Head Start Program applications and approving related actions. [Frances A. Gonzalez, Assistant City Manager; Dennis J. Campa, Director, Community Initiatives]						
<b>Result:</b>	Passed						
<b>Voter</b>	<b>Group</b>	<b>Not Present</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Motion</b>	<b>Second</b>
Phil Hardberger	Mayor		x				
Mary Alice P. Cisneros	District 1		x				
Sheila D. McNeil	District 2		x				
Jennifer V. Ramos	District 3		x				
Philip A. Cortez	District 4		x				
Lourdes Galvan	District 5		x				
Delicia Herrera	District 6		x			x	
Justin Rodriguez	District 7		x				
Diane G. Cibrian	District 8		x				x
Louis E. Rowe	District 9		x				
John G. Clamp	District 10		x				

## Education and Early Childhood Development Services

Agency Name	Requested FY 09	Service Area	RFP Evaluation Committee Score	Recommended	Not Recommended
Education Service Center-Region 20	\$24,086,727	Alamo Heights, East Central, Ft. Sam Houston, Judson, Medina Valley, Northeast, Northside, Somerset, South San Antonio, Southside, Southwest ISD's	87.45	X	
Avance SA	\$2,773,039	Harlandale ISD	87.28	X	
Edgewood ISD	\$4,661,786	Edgewood ISD	77.30	X	
San Antonio ISD	\$9,682,206	San Antonio ISD	73.91	X	
YMCA of Greater SA	\$2,199,918	San Antonio ISD with capacity to serve Harlandale ISD	52.50		X

## Child Mental Health Professional Services

Agency Name	Requested FY 09	Service Area	RFP Evaluation Committee Score	Recommended	Not Recommended
Bexar County Board of Trustees dba: The Center for Healthcare Services	\$2,158,839	All Bexar County School Districts	86.45	X	
House of Neighborly Service	\$198,000	Edgewood ISD	75.24		X
Catholic Charities, Archdiocese of SA Inc.	\$208,217	All ISDs throughout the San Antonio area	69.30		X

Subcontracts between Bexar County Board of Trustees dba The Center for Healthcare Services will be encouraged.

## Child Disability Professional Services

Agency Name	Requested FY 09	Service Area	RFP Evaluation Committee Score	Recommended	Not Recommended
Bexar County Board of Trustees dba: The Center for Healthcare Services	\$580,659	All Bexar County School Districts	87.76	X	
Education Service Center, Region 20	\$514,666	Alamo Heights, East Central, Edgewood, Ft. Sam Houston, Harlandale, Judson, Medina Valley, Northeast, Northside, Somerset, South San Antonio, Southside, Southwest ISD's	82.64		X
Edgewood ISD	\$293,452	Edgewood ISD	77.96		X
San Antonio ISD	\$140,720	San Antonio ISD	69.91		X
Ability Home Care Inc.	\$514,000	All ISDs throughout the San Antonio area	62.50		X

## Child Medical Professional Services

Agency Name	Requested FY 09	Service Area	RFP Evaluation Committee Score	Recommended	Not Recommended
Education Service Center, Region 20	\$154,170	Alamo Heights, East Central, Edgewood, Ft. Sam Houston, Harlandale, Judson, Medina Valley, Northeast, Northside, Somerset, South San Antonio, Southside, Southwest ISD's	80.00		X
Bexar County Hospital District dba University Health Systems	\$154,170	All Bexar County School Districts	70.73	X	
Parent Child Incorporated of San Antonio & Bexar County	\$154,170	Alamo Heights, East Central, Edgewood, Ft. Sam Houston, Harlandale, Judson, Lackland, Medina Valley, Northeast, Northside, Randolph Field, Southwest, Southside, South San, Somerset, and San Antonio ISD's	59.23		X

Education Service Center, Region 20 does not provide the service directly, but would subcontract the service. The recommendation is to have Bexar County Hospital District dba University Health Systems provide the services directly.

## Family and Community Support Services

Agency Name	Requested FY 09	Service Area	RFP Evaluation Committee Score	Recommended	Not Recommended
Family Service Association of SA Inc	\$3,023,282	All ISDs throughout the San Antonio area	87.96	X	
Avance SA	\$241,618	Harlandale ISD	79.18	X	

## Training and Technical Assistance Professional Services

Agency Name	Requested FY 09	Service Area	RFP Evaluation Committee Score	Recommended	Not Recommended
Education Service Center, Region 20	\$400,000	Alamo Heights, East Central, Edgewood, Ft. Sam Houston, Harlandale, Judson, Medina Valley, Northeast, Northside, Somerset, South San Antonio, Southside, Southwest ISD's	86.73	X	
Parent Child Incorporated of San Antonio & Bexar County.	\$400,000	Not specified	70.18		X
San Antonio ISD	\$105,540	San Antonio ISD	68.95		X



**CITY OF SAN ANTONIO**  
**Request for Council Action**

Agenda Item # 6  
Council Meeting Date: 8/7/2008  
RFCA Tracking No: R-3708

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**DEPARTMENT:** Community Initiatives

**DEPARTMENT HEAD:** Dennis J Campa

**COUNCIL DISTRICT(S) IMPACTED:**  
City Wide

**SUBJECT:**  
Head Start Program for the City of San Antonio and Bexar County

**SUMMARY:**

This resolution acts on the recommendations of the Head Start Policy council and the Quality of Life committee regarding Head Start Program applications. This resolution also approves related actions including authorizing notification of applicants regarding funding selections, negotiation of contracts, and authorizes review and action regarding appeals to the City in accordance with federal regulations.

**BACKGROUND INFORMATION:**

The City of San Antonio is the grantee for the Head Start Program for the City of San Antonio and Bexar County. Through our current delegate agency contract, Head Start services are provided to 6,789 children and are available at 91 child development centers throughout San Antonio and Bexar County. The Head Start Program provides education services and care for children between three and five years of age.

Parent Child Incorporated (PCI) has maintained the Head Start contract since the City of San Antonio (COSA) was first awarded the grant in 1979. This contract has not gone through a procurement process in the past 29 years.

On June 3, 2008, the Quality of Life Committee directed the Department of Community Initiatives to issue a Request for Proposal (RFP) for the Head Start Program. An RFP was issued on June 10<sup>th</sup> and closed on July 11<sup>th</sup> at 3:00 p.m. A total of 21 submissions were received in six service categories. An 11-member independent review team read, evaluated and scored the proposals July 14-22, 2008. Their recommendations were presented to the Director of the Department of Community Initiatives on July 25, 2008. On July 29, 2008, the Director of the Department of Community Initiatives presented staff recommendations to the Head Start Policy Council, which were approved. The Quality of Life committee reviewed the recommendations on August 5, 2008.

The current delegate, Parent Child Inc. (PCI), submitted two proposals for Training and Technical

Assistance and Child Medical Services. They did not submit a proposal under the Early Education (child care) portion of the RFP, which comprises 85% of the available funding. PCI attempted to deliver additional proposals after the 3 p.m. deadline. The City Clerk's Office rejected these late submissions consistent with the City's procurement procedures. As a result, PCI will not be considered for the bulk of the Head Start Program funding for school year 2009 – 2010. Staff will be working with Workforce Solutions Alamo to assist with placement of displaced employees.

**ISSUE:**

The City of San Antonio is the grantee for the \$46,579,863 Head Start Program and PCI is the current delegate agency. The eleven member Evaluation Committee provided recommendations to the City of San Antonio on each submitted proposal. Attachment I outlines the scoring details and staff recommendations.

As the current Delegate, PCI has appeal rights under the Federal Regulations governing the Head Start Program. Other agencies that are not selected have appeal rights as well. This process involves an initial appeal to the City of San Antonio and then, if it is not resolved, to the Region VI, Department of Health and Human Services, Administration for Children and Families. This resolution also authorizes the review and action on appeals to the City regarding funding selections in accordance with federal regulations.

City Staff requests City Council approval to enter into contract negotiations with the approved agencies. These negotiations will not exceed the amounts specified in Attachment II. Final contracts with the selected agencies will be approved by City Council as part of the refunding application for the FY 2009 - 2010 Head Start Program.

**ALTERNATIVES:**

If contract negotiations do not occur, the Department of Community Initiatives will be unable to complete the refunding application for FY 2009 – 2010 Head Start Program and will jeopardize services to 6,789 children and their families in the City of San Antonio and Bexar County.

**FISCAL IMPACT:**

There is no fiscal impact associated with this action. However, subsequent action in entering into contracts with the recommended agencies will have a fiscal impact and will be presented to City Council for approval at a later date. There is no general fund impact.

**RECOMMENDATION:**

Staff recommends approval of the Policy Council and Quality of Life committee regarding Head Start Program applications and authorization to send notification letters, enter into contract negotiations, and authorizes review and action on appeals to the City relating to funding selections in accordance with federal regulations.

**ATTACHMENT(S):**

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File Description	File Name
<a href="#">Attachment I - List of Agencies Responding to the Head Start RFP</a>	List of Agencies Responding to the Head Start RFP.xls
<a href="#">Attachment II - Head Start Program of San Antonio and Bexar County RFP Available Budget</a>	Head Start Program of San Antonio and Bexar County RFP Available Budget.doc
<a href="#">Voting Results</a>	
<a href="#">Ordinance/Supplemental Documents</a>	200808070036R.pdf

**DEPARTMENT HEAD AUTHORIZATIONS:**

Dennis J Campa Director Community Initiatives

**APPROVED FOR COUNCIL CONSIDERATION:**

Frances A. Gonzalez Assistant City Manager