



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 22, 2019

Subject: Amend Contract with Richmond Community Foundation for SparkPoint Career Center and Volunteer Tax Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Richmond Community Foundation, a California non-profit corporation, to increase the payment limit by \$16,000 to a new payment limit of \$209,619.11, effective February 1, 2019, to provide additional SparkPoint Career Center and Volunteer Tax Services to low-income Bay Point residents, with no change to the term July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This will increase department expenditures by \$16,000 for total department expenditures of \$209,619.11. For the contract, \$16,000 is to be funded by a combination of United Way SIT Grant funding/CDBG SIT funding; \$102,840.00 is to be funded by WIOA Regional Plan Implementation; and, \$90,780 is to be funded by California Work Opportunity and Responsibility to Kids (CalWORKs) funding. Overall funding sources are 1% County, 7% State, 61% Federal and 31% Other revenues.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/22/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 22, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Gina Chenoweth
8-4961

cc:

BACKGROUND:

Richmond Community Foundation (RCF) was selected from a competitive procurement, Request for Interest (RFI) #641 to provide SparkPoint Career Center and Volunteer Tax Services in East Contra

BACKGROUND: (CONT'D)

Costa County. The SparkPoint Career Center (Career Center) provides a multitude of services and support to low-income residents in East Contra Costa County and offers free volunteer tax preparation assistance year-round. Services provided under this Contract are targeted to the Bay Point community.

Additionally, RCF is the East Bay Regional Industry Sector Partnerships Coordinator, facilitating coordination and alignment of East Bay Regional industry sectors, implementation of protocols for data sharing, developing regional industry-focused asset maps, managing shared document systems, managing the East Bay Regional Planning Unit (EBRPU) website, and providing monthly reports to EBRPU.

This amendment ensures RCF has funding to fulfill the identified obligations for the contract term by adding two (2) assistants with designated responsibilities to support Career Center operations and tax preparation services. These additional funds will support the RCF in effectively fulfilling contracted obligations and projected work loads during tax season.

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County will not be able to provide the Bay Point community of East County with sufficient targeted career and free income tax preparation services.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support three of the five Contra Costa County community outcomes: (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by providing multitude of services and support to low-income residents in East Contra Costa County and free volunteer tax preparation assistance.