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Chief Executive Officer

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June 24, 2008

Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

DEPARTMENT OF COMMUNITY AND SENIOR SERVICES: AUTHORIZATION TO ALLOCATE FUNDS FOR THE CALIFORNIA WORK OPPORTUNITIES AND RESPONSIBILITY TO KIDS, GENERAL RELIEF OPPORTUNITES FOR WORK, AND GENERAL RELIEF DOMESTIC VIOLENCE SUPPORTIVE SERVICES PROGRAMS FOR THE PERIOD OF JULY 1, 2008 – JUNE 30, 2011 (ALL SUPERVISORIAL DISTRICTS AFFECTED) (3 VOTES)

SUBJECT

Department of Community and Senior Services (CSS) seeks approval for the following: 1) to execute contracts and allocate funds for the contract period beginning July 1, 2008 through June 30, 2011, as a result of a Request for Proposal (RFP) for the California Work Opportunities and Responsibility to Kids (CalWORKs), General Relief Opportunities for Work (GROW) General Relief (GR) Domestic Violence Supportive Services (DVSS) programs; and 2) execute contract amendments within the contract term to increase or decrease contract amounts.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve funding allocations for each year of the three-year contract term in the amount of $12,809,000, to be used for the service providers as indicated on Attachment A, effective July 1, 2008 through June 30, 2011.

2. Delegate authority to the Director of CSS, or designee, to accept funding augmentations from Department of Public Social Services (DPSS) for each year of the contract period beginning July 1, 2008 through June 30, 2011.

3. Delegate authority to the Director of CSS, or designee, to execute contracts, which shall be approved by County Counsel as to form and by the Chief Executive Office (CEO), prior to execution with the service providers indicated on Attachment A, in the yearly amounts indicated for the provision of CalWORKs/GROW/GR DVSS programs' services for the contract term July 1, 2008 through June 30, 2011, based upon Contractor's performance, funding availability, and community needs.

4. Delegate authority to the Director of CSS, or designee, to execute contract amendments to increase or decrease original contract amounts based on contractor performance and availability of funding provided that: 1) approvals of County Counsel as to form and the CEO are obtained prior to any such amendment; and 2) the Director of CSS, or designee, confirms in writing to the Board of Supervisors and CEO within 30 days after execution that such amendments have been executed.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will enable CSS to continue operation of the CalWORKs/GROW/GR DVSS program for the contract term beginning July 1, 2008 through June 30, 2011. The programs provide case management and legal services to GROW/GR and CalWORKs participants and their minor children. The programs allow for the provision of services that include, but are not limited to, crisis intervention, counseling, transportation, shelter, food, and clothing that will assist in their safety and survival and move them toward self-sufficiency.

Performance Measures

The CalWORKs/GROW/GR DVSS programs' performance evaluation is aligned with the County's *Performance Counts!* Initiative. The standard of performance measurement for program effectiveness is indicated by clients achieving one of the following positive outcomes:

- A safe and stable environment, emotionally and physically, to access supportive services;
- Identification and utilization of community resources to achieve self-sufficiency; and
- Accessing educational and work-related activities to prepare for workforce readiness.

The Department will assess the agencies' performance through its analysis of monitoring reports produced by the CSS Contract Compliance Division.

Implementation of Strategic Plan Goals

The recommended actions support the Countywide Strategic Plan Goals of Service Excellence and Program Goal of Children and Families' Well-Being.

FISCAL IMPACT/FINANCING

The total available funding for the CalWORKs/GROW/GR programs is $14,824,000, of which $2,015,000 funds administrative and program oversight costs. The remaining $12,809,000 funds direct program costs. The CalWORKs DVSS program is funded by the CalWORKs Single Allocation and the Fourth District's discretionary fund in the amount of $14,324,000, of which $12,344,000 will be used to fund the 41 service providers listed on Attachment A.

The GROW/GR DVSS program is funded with County General Fund dollars in the amount of $500,000. Of the $385,000 allocated for direct program costs, $240,900 has been allocated to the providers listed on Attachment A.

Of the total available funding for the CalWORKs/GROW/GR programs, $224,100 will be held in abeyance for future contingency purposes.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The current contracts are scheduled to expire on June 30, 2008. CSS released a Request for Proposal (RFP) in December 2007, to solicit proposals from applicant agencies to provide domestic violence supportive services commencing July 1, 2008. The contract period originally indicated in the RFP commenced on July 1, 2008 through June 30, 2009, for a one-year term with an option to extend the contract for two additional years. However, in order to facilitate the execution of annual contract renewals and to preclude delays in the contracting process, CSS has determined to extend the contract period to include three years commencing July 1, 2008 through June 30, 2011, with the provision that annual renewals are contingent upon availability of funding, community needs, and contractor performance.

CSS and DPSS have executed a Memorandum of Understanding (MOU) to provide CalWORKs/GROW/GR DVSS to CalWORKs/GROW/GR participants. Subject to the availability of funding and CSS' acceptable level of performance, as determined by DPSS' monitoring of this MOU, the MOU is renewed each year by completing an amendment to include the new Fiscal Year (FY) budget and any supplemental funds.

The list of agencies in Attachment A that are being recommended for funding are in compliance with all Board and CEO requirements. The CEO and DPSS have reviewed and concur with the recommended actions.

CONTRACTING PROCESS

On December 14, 2007, CSS released an RFP soliciting proposals from applicant agencies to provide case management and legal services to GROW/GR and CalWORKs participants and their minor children. Historically, these services were only available to CalWORKs and employable GR participants in the GROW program for whom domestic violence was a barrier to employment. Through the release of this RFP, services have now been expanded to add services to unemployable GR participants.

CSS advertised the RFP in local newspapers of general circulation, such as the *Los Angeles Times, Daily News*, and *Hoy*. CSS also sent letters of interest to a list of potential bidders in all districts from a data-base address list, as well as to our current providers. The RFP and all related documents were posted on the Department's public website at www.dcss.co.la.ca.us.

A total of 42 agencies submitted proposals in response to the RFP. Of the 42 agencies that submitted proposals, 41 are being recommended for a contract. The agencies listed in Attachment A are those that are being recommended for funding based on these requirements: (1) met the minimum qualifications set forth in the RFP; (2) were found to be responsive; and, (3) received a score of 700 (out of a total 1000 possible) or higher for each proposal submitted.

The contract is not a Prop A contract; therefore, living wage laws are not applicable. CSS is not capable of providing DVSS to clients; therefore, the services are contracted out to service providers. The contract is solely for the provision of specialized supportive services.

Monitoring

CSS will ensure that all approved contractors are monitored relative to contract compliance, administrative, programmatic, and fiscal requirements. The CalWORKs/GROW/GR DVSS programs are a performance-based, firm-fixed price contract, and all service providers are required to submit outcome measures associated with the completion of tasks in the Statement of Work. Service providers will be monitored quarterly for programmatic contract compliance through the CSS Contract Compliance Division. Fiscal compliance monitoring is conducted bi-annually with a follow-up visit by an approved vendor procured through the Auditor-Controller.

IMPACT ON CURRENT SERVICES

Continuation of the CalWORKs/GROW/GR DVSS programs will allow agencies to provide DVSS to nearly 3,000 GROW/GR and CalWORKs participants and their minor children, enabling them to overcome barriers to employment and ultimately achieve self-sufficiency.

CONCLUSION

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to mail one copy of the adopted Board letter to Ms. Tsotso Odamtten, CSS, 3175 West Sixth Street, Room 401, Los Angeles, CA 90020. If you need to contact Ms. Odamtten, her telephone number is (213) 738-2663.

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SRH:MS
GP:RG:cvb

Attachment

c: Raymond G. Fortner, Jr., County Counsel
Wendy L. Watanabe, Acting Auditor-Controller

CalWorksGROWGR2008 Board Letter.DOC (FINAL AS OF 06-11-08).doc

DOMESTIC VIOLENCE SUPPORTIVE SERVICES PROGRAMS (CALWORKS, GROW AND GR) FY 2008-09 FUNDING ALLOCATIONS

Agency Name	Supervisorial District 1	Supervisorial District 2	Supervisorial District 3	Supervisorial District 4	Supervisorial District 5	TOTAL
1736 Family Crisis Center		744,744		359,357		$ 1,104,101
Antelope Valley DV Council					544,431	$ 544,431
Asian Pacific American Legal Center	107,718					$ 107,718
Bienvenidos Children's Center, Inc.	172,727					$ 172,727
Cambodian Association of America				80,000		$ 80,000
Center for the Pacific-Asian Family, Inc.				120,924		$ 120,924
Chicana Service Action Center, Inc.	602,384	325,000				$ 927,384
Child and Family Center					150,000	$ 150,000
Children's Institute		145,000				$ 145,000
Community Counseling Svcs./ Amanacer	301,552					$ 301,552
Community Legal Services		238,056		214,149		$ 452,205
Domestic Abuse Center			150,000			$ 150,000
East Los Angeles Women's Center	159,361					$ 159,361
Foothill Family Service					134,000	$ 134,000
Harriet Buhai Center for Family Law		181,849				$ 181,849
Haven Hills, Inc.			150,000			$ 150,000
Helpline Youth Counseling, Inc.				126,000		$ 126,000
House of Ruth, Inc.	286,849					$ 286,849
Human Services Association	344,733					$ 344,733
IMCES		341,519			247,294	$ 588,813
Interval House				112,050		$ 112,050
Jenesse Center, Inc.		543,665				$ 543,665
Jewish Family Service of Los Angeles			140,000			$ 140,000
Legal Aid Foundation of Los Angeles	102,413	344,377	138,961	184,839		$ 770,590
Los Angeles Center for Law & Justice	274,427					$ 274,427
NCADD - Long Beach				252,000		$ 252,000
Neighborhood Legal Services	193,942		164,539		143,616	$ 502,097
Office of Samoan Affairs		132,105				$ 132,105
Project: Peacemakers, Inc.		320,000				$ 320,000
Prototypes		387,985	411,786			$ 799,771
Rainbow Services, Ltd.				162,000		$ 162,000
San Fernando Valley CMH Center, Inc.			300,000			$ 300,000
Santa Anita Family Service	9,000				247,710	$ 256,710
South Asian Helpline & Ref. Agency (SAHARA)				80,000		$ 80,000

Agency Name	Supervisorial District 1	Supervisorial District 2	Supervisorial District 3	Supervisorial District 4	Supervisorial District 5	TOTAL
Southern Calif. Alcohol & Drug Prog., Inc.	167,894					***$ 167,894***
Su Casa Domestic Abuse Network				144,913		***$ 144,913***
Valley Women's Center			121,064			***$ 121,064***
Women's and Children's Crisis Shelter				190,768		***$ 190,768***
WomenShelter of Long Beach				387,900		***$ 387,900***
YWCA of Glendale					335,511	***$ 335,511***
YWCA of San Gabriel Valley - WINGS					363,788	***$ 363,788***
SUBTOTAL	***2,723,000***	***3,704,300***	***1,576,350***	***2,414,900***	***2,166,350***	***12,584,900***
FUNDS HELD IN ABEYANCE						***$ 224,100***
TOTAL	**$ 2,723,000**	**$ 3,704,300**	**$ 1,576,350**	**$ 2,414,900**	**$ 2,166,350**	**$ 12,809,000**

FY08-09 DV Programs Funding Allocations (BL Attachment A)1.xls