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**COUNTY OF LOS ANGELES
WORKFORCE DEVELOPMENT, AGING
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"Connecting communities and improving the lives of all generations"



wdacs.lacounty.gov

Otto Solórzano
Acting Director

June 11, 2019

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

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

25 June 11, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

**APPROVAL TO ACCEPT HOME SAFE GRANT FUNDS AND AWARD SOLE SOURCE
SUBAWARDS WITH LOS ANGELES HOMELESS SERVICES AUTHORITY (LAHSA) FOR FISCAL
YEARS (FY) 2019-24 TEMPORARY SHELTER PROGRAM AND
FYs 2019-21 HOME SAFE PROGRAM
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Workforce Development, Aging and Community Services (WDACS) seeks approval to accept Home Safe grant funds and to award two (2) sole source Subawards to the Los Angeles Homeless Services Authority (LAHSA) for the Temporary Shelter Program and the Home Safe Program. The Temporary Shelter Program provides emergency shelter to Adult Protective Services (APS) clients, while the Home Safe Program provides prevention and rapid rehousing services for APS clients.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Acting Director of WDACS, or designee, to accept Home Safe grant funds in the total amount of \$2,648,128 from the State of California Department of Social Services (CDSS or State) to provide short-term housing intervention to APS clients under the Home Safe Program.
2. Approve and authorize the Acting Director of WDACS, or designee, to enter into a sole source Subaward with LAHSA for the provision of the APS Temporary Shelter Program for the term of July 1, 2019 through June 30, 2023 with one (1) optional renewal year for a total period of five (5) years in the annual amount of up to \$240,900 not to exceed \$1,205,800 for the five-year Subaward term. The terms of this Subaward would require LAHSA to provide temporary housing/shelter services to extremely vulnerable APS clients.

3. Approve and authorize the Acting Director of WDACS, or designee, to enter into a sole source Subaward with LAHSA for the provision of the APS Home Safe Program for the term of July 1, 2019 through June 30, 2021 in the amount of up to \$678,900 for FY 2018-19 and up to \$1,357,800 for the two (2) year Subaward term. The terms of the Subaward would require LAHSA to ensure that prevention services and housing assistance, including case management, are provided through subcontracted service arrangements for the Home Safe Program.

4. Approve and authorize the Acting Director of WDACS, or designee, to execute amendments with these Subrecipients, which serve the best interests of the County of Los Angeles (County), during the Subaward term as follows: 1) add new, relevant, or updated State, and/or County Subaward terms and conditions; and 2) increase or decrease the Subaward amounts (including but not limited to baseline funds, one-time only funds, and/or supplemental monies), which may exceed ten (10%) of the Maximum Subaward Sum, in response to the availability of funding and/or based on Subrecipient's performance, provided that: (a) the total allocation does not exceed funding availability; and (b) WDACS obtains County Counsel approval as to the form of the amendment prior to any such amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

It is in the best interest of the County to approve both sole source Subawards because LAHSA has established experience and knowledge in providing services to the homeless population since 1993, when it was created as an independent joint powers authority by the Los Angeles County (County) Board of Supervisors, and the Los Angeles Mayor and City Council. The organization's infrastructure supports both Programs through its network of more than 100 nonprofit partner agencies that assist people experiencing homelessness to obtain emergency, transitional, and permanent housing.

Temporary Shelter Program

WDACS operates an emergency temporary housing program to provide safety, and shelter to APS clients who are in grave danger of physical or other types of abuse, and where alternative housing solutions are not available. While some APS clients do not have any physical or cognitive impairments, a portion of our APS client base are individuals with cognitive impairments who need assistance with activities of daily living.

WDACS is putting in place temporary shelter options to meet the diverse needs of our APS population. WDACS is proposing this contract with LAHSA to serve clients who are not cognitively impaired and/or are capable of performing activities of daily living. LAHSA is prepared to provide ten (10) shelter beds per night across the County through its Enhanced Bridge Housing for Older Adults Program. This partnership with LAHSA would enable the County to leverage existing subcontracts that LAHSA administers to assist our APS population. Separately, WDACS will competitively procure additional providers to serve highly vulnerable APS clients with cognitive or physical impairments using our Social Enterprise Master Agreement. The result will be a temporary shelter system capable of meeting the needs of our APS population.

Home Safe Program

The State of California established the Home Safe Program in FY 2018-19 to provide housing related assistance to older and dependent adults who are homeless or at risk of homelessness due to abuse and neglect. WDACS receives approximately 400 referrals each month for seniors and

dependent adults at risk of homelessness. Many of these referrals are a result of older or dependent adult abuse, neglect, self-neglect, or financial exploitation. In response to the high volume of reported cases, WDACS applied for and received \$2,648,128 to implement the Home Safe Program in the County. Beginning July 1, 2019, we will provide supportive services such as short-term rental and utility assistance, legal assistance, and intensive case management to help ensure APS clients are able to maintain their homes.

We plan to use a portion of the grant for a partnership with LAHSA to provide services to APS clients. The partnership will build on the existing collaboration between WDACS and LAHSA through the County's Homeless Initiative Strategy D5 APS pilot, in which two (2) LAHSA Homeless Case Managers are collocated at APS offices to link clients to homeless services. Furthermore, as a condition of the State's Home Safe grant, WDACS is required to partner with LAHSA as the Continuum of Care agency for the County (a regional planning body that coordinates housing, and services for homeless families, and individuals). Without LAHSA's involvement, WDACS risks losing the opportunity to pilot the new Home Safe Program.

LAHSA offers additional unique tools and resources that would make a collaboration with the agency particularly beneficial. This includes the population-specific Homeless Prevention Targeting Tool that assists in verifying eligibility for homelessness prevention assistance, and in identifying vulnerable households at risk for homelessness. LAHSA also uses the Homeless Management Information System (HMIS) to collect client-level data on the provision of housing and services to homeless individuals, families, and persons at risk of homelessness. WDACS requires the Subaward with LAHSA to gain access to HMIS to monitor and provide data to the State on a monthly basis.

We are using the remainder of the grant funds to establish a new unit comprised of six (6) APS Social Workers and one (1) Social Services Supervisor. Effective July 1, 2019, the Home Safe Unit will begin receiving and responding to Home Safe Program referrals. This Unit will work with LAHSA Homeless Case Managers to provide financial assistance, shelter or other resources to prevent or address homelessness among APS clients.

Implementation of Strategic Plan Goals

The recommended actions support Countywide Strategic Plan Goal I, Make Investments that Transform Lives, through the following Strategy and Objectives: Strategy I.2 - Enhance Our Delivery of Comprehensive Interventions, Objective I.2.1 Provide Subsidized Housing for Vulnerable Populations, and Objective I.2.7 Plan for Age-Friendly Communities for Older Adults.

FISCAL IMPACT/FINANCING

There is no Net County Cost associated with the above recommended actions. The Temporary Shelter Program is funded with 2011 Realignment funding from CDSS, and federal funding from Department of Health and Human Services. LAHSA's total Temporary Shelter Program funding allocation of \$1,205,800 covers the full five (5) year term.

WDACS successfully applied to the State's Home Safe Program and was allocated \$2,648,128 to implement the Home Safe program in the County. The State requires WDACS to provide a dollar-for-dollar match. LAHSA will receive up to \$1,357,800 through the proposed Subaward, which it has agreed to match. Our current APS costs are qualified expenses for the matching requirement and will be used for the remaining portion of the required match.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with Board Policy 5.100 (Sole Source Contracts), WDACS notified your Board on May 16, 2019 about our intent to enter into these sole source Subawards. WDACS received approval from the Chief Executive Office as indicated in the sole source justification (Attachment I). The sole source Subawards will include standard County terms and conditions in addition to Federal and State terms and conditions that are required for WDACS to administer/operate these Programs. WDACS will obtain County Counsel approval as to the form of the Subawards prior to their execution and/or amendment.

WDACS applied and received a State grant for the Home Safe Program. AB 1811 Chapter 35, Statutes of 2018 authorizes Home Safe – a homelessness prevention and rapid rehousing demonstration grant for counties to develop a program for APS clients. Home Safe is a County and/or tribal-administered program that provides housing-related supports to APS clients who are homeless or are at imminent risk of homelessness as a direct result of abuse, neglect, self-neglect, or exploitation (California Welfare and Institutions Code 15770 and 15771). For the Temporary Shelter Program, the County is mandated to provide APS shelter services pursuant to California Welfare and Institutions Code Section 15763(a).

CONTRACTING PROCESS

The sole source Subawards with LAHSA satisfy the County's conditions for entering into a sole source agreement under Board Policy 5.100 because: 1) they enable WDACS to comply with the applicable statutory and/or regulatory provisions; 2) they enable WDACS to comply with State and/or federal programmatic requirements; 3) Services are provided by other public or County-related entity; and 4) they are in the best economic interest of the County.

The County and LAHSA have negotiated the terms and conditions of the Subawards so that Services will begin on July 1, 2019 after Board approval.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The proposed Subawards with LAHSA will strengthen shelter and homeless services for APS clients. The Subaward for the Temporary Shelter Program will expand the available network of shelters in the County for APS clients. The Subaward for the Home Safe Program will enable the County to utilize grant funds from the State to provide prevention and rapid rehousing services for APS clients.

CONCLUSION

Upon your approval of the recommended actions, the WDACS Acting Director, or designee, will proceed to execute the Subaward, and any future amendments as noted herein. Should you have questions, please contact Mr. Kevin Anderson at (213) 738-2593 or kanderson@wdacs.lacounty.gov.

The Honorable Board of Supervisors

6/11/2019

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Respectfully submitted,

A handwritten signature in blue ink that reads "Otto Solórzano". The signature is fluid and cursive, with a long horizontal stroke at the end.

OTTO SOLÓRZANO

Acting Director

OS:LCS:VS:dk

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer

SOLE SOURCE CHECKLIST

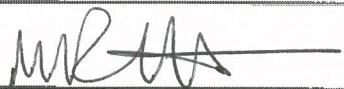
Department Name: WDACS

New Sole Source Contract APS Home Safe Program with LAHSA

Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS Identify applicable justification and provide documentation for each checked item.
	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an "Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist."
✓	➤ Compliance with applicable statutory and/or regulatory provisions.
✓	➤ Compliance with State and/or federal programmatic requirements.
✓	➤ Services provided by other public or County-related entities.
✓	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/ system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ The contractor was selected through a competitive solicitation process conducted by an outside entity (e.g. other municipalities, public agencies, State/federal government or non-profit organizations).
✓	➤ It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.



 Chief Executive Office

5/24/19

 Date

APS Home Safe Program Sole Source Justification

- 1. Compliance with applicable statutory and/or regulatory requirements.**
- 2. Compliance with State and/or federal programmatic requirements.**

Assembly Bill (AB) 1811 (Chapter 35, Statutes of 2018) authorizes the Home Safe Program. As a recipient of the Home Safe Program funds, the County of Los Angeles is required to implement the Home Safe Program, which provides housing-related support to Adult Protective Service (APS) Clients who are homeless or at imminent risk of homelessness as a direct result of abuse, neglect, self-neglect, or exploitation (California Welfare Institutions Code 15770 and 15771).

On January 17, 2019, in its inaugural conference call with all awarded Counties, the California Department of Social Services (CDSS) announced that it would allow for Counties to enter into Home Safe contracts without a procurement, presumably due to the short notice of the grant award. To ensure program implementation by July 1, 2019 as required by CDSS, WDACS had identified Los Angeles Homeless Services Authority (LAHSA) as its collaborative partner since a condition of receiving the State's Home Safe grant is that Counties partner with their corresponding Continuum of Care agency and be referred to their Coordinated Entry System of which LAHSA has lead oversight.

- 3. Services provided by other public or County-related entities.**

LAHSA is an independent joint powers authority created in 1993 by the Los Angeles County Board of Supervisors and the Los Angeles Mayor and City Council. For decades, LAHSA has established experience and knowledge in providing services to individuals and families in desperate need of housing (i.e., the homeless population). LAHSA already possesses the needed infrastructure to support the Home Safe Program through its existing network of more than 100 nonprofit partner agencies that assist people experiencing homelessness achieve housing through its emergency shelters, transitional and permanent housing, and supportive services.

LAHSA's vast housing resources include the population-specific Homeless Prevention Targeting Tool, which would make a collaboration with the agency beneficial. LAHSA also uses the Homeless Management Information System (HMIS), a streamlined local information technology (IT) system used to collect client-level data and data on the provision of housing and services to homeless individuals, families, and persons at risk of homelessness. The proposed sole source contract with LAHSA would enable WDACS to gain access to HMIS in order to monitor and provide data to the State on a monthly basis. As mentioned above, a condition of receiving the State's Home Safe grant is that Counties partner with their corresponding Continuum of Care agency and be referred to their Coordinated Entry System of which LAHSA has lead oversight.

- 4. Services are needed to address an emergent or related time-sensitive need.**

CDSS notified Los Angeles County of its Home Safe Program allocation in late December 2018 and announced in its January 17, 2019 inaugural conference call with all awarded Counties that it would allow for Counties to enter into Home Safe contracts without a procurement, presumably due to the short notice of the grant award. Due to CDSS' mandate that Program services must be implemented by July 1, 2019 within the short six (6)-month program development phase, WDACS identified LAHSA as a well-positioned partner to develop and implement the Home Safe Program. Joint time and effort invested between WDACS and LAHSA have produced an

anticipated viable program. Without LAHSA's further critical involvement, WDACS will not meet the mandated July 1, 2019 implementation date and will lose the opportunity to pilot the new Program.

- 5. It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.**

The State allotted \$2,648,128 for Los Angeles to implement the Home Safe Program and requires WDACS to provide a dollar-for-dollar County match; however, with its partnership with LAHSA, the County and LAHSA will each only contribute \$1,324,064 to meet the required cash match, contingent upon LAHSA obtaining approval from its commission. That alone is a significant cost savings on the County's part.

From an operational standpoint, there are unique components of LAHSA, such as the above-mentioned population-specific Homeless Prevention Targeting Tool and LAHSA's client data collection IT system (HMIS), which would make a collaboration with the agency particularly beneficial. Sharing such client data and data on housing and services to the homeless population is an invaluable benefit to WDACS in its mission to continuously improve APS program services.


Last of all, the elimination of a competitive solicitation will contribute to cost savings as the Department will avoid County staff time involved in managing all phases of the solicitation, from solicitation development to contract award.

SOLE SOURCE CHECKLIST

Department Name: WDACS

- New Sole Source Contract APS Temporary Shelter Program with LAHSA
- Sole Source Amendment to Existing Contract
Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS Identify applicable justification and provide documentation for each checked item.
	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an "Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist."
✓	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
✓	➤ Services provided by other public or County-related entities.
✓	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/ system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ The contractor was selected through a competitive solicitation process conducted by an outside entity (e.g. other municipalities, public agencies, State/federal government or non-profit organizations).
✓	➤ It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.



 Chief Executive Office

5/24/19

 Date

APS Temporary Shelter Program Sole Source Justification

1. Compliance with applicable statutory and/or regulatory requirements.

The California Welfare and Institutions Code (WIC) Section 15763(a) mandates that the County establish provisions for temporary shelter or in-home protection to guarantee a safe place for Clients until the dangers at home or location can be resolved.

The County's Adult Protective Services (APS) Temporary Shelter Program satisfies this requirement as it offers short-term shelter to adult victims of abuse or neglect who reside in Los Angeles County and have an immediate need for shelter, 24 hours a day, seven (7) days a week, regardless of income. Program services include 24-hour bed availability, meals, clothing, transportation, and other basic services.

To ensure continuation of the APS Temporary Shelter Program and to remain in compliance with WIC Section 15763(a), WDACS would rely on Los Angeles Homeless Services Authority (LAHSA) to provide shelter Services to Clients, particularly those who are cognitively functioning (non-dementia) and require limited level of mobility assistance (ambulatory). LAHSA is widely recognized and is the lead agency in the Los Angeles Continuum of Care, a regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County.

2. Services provided by other public or County-related entities.

LAHSA is an independent joint powers authority created in 1993 by the Los Angeles County Board of Supervisors and the Los Angeles Mayor and City Council. For decades, LAHSA has established experience and knowledge in providing services to individuals and families in desperate need of housing (i.e., the homeless population). LAHSA already possesses the required infrastructure to support the APS Temporary Shelter Program through its existing network of more than 100 nonprofit partner agencies that assist people experiencing homelessness achieve housing through its emergency shelters, transitional and permanent housing, and supportive services. LAHSA is readily prepared to provide two (2) shelter beds per Supervisorial District, for a total of ten (10) beds across the County for the Program's target population, particularly those who are cognitively functioning and are independent with all Activities of Daily Living (e.g., dressing, eating, and bathing) or require limited level of mobility assistance.

3. Services are needed to address an emergent or related time-sensitive need.

Mandated APS Shelter Program Services expire on June 30, 2019. In recent years, WDACS has experienced a higher than usual rate of shelter closures and shelter contract terminations. This is largely due to contractors' lack of capacity and willingness to assist the harder to serve APS client population who often have cognitive and mobility impairments. LAHSA, with its vast range of housing resources, is in an optimal position to partner with WDACS to serve APS shelter Clients but with a focus on those who are cognitively functioning (non-dementia) and/or are independent with all Activities of Daily Living (ambulatory) or require limited level of mobility assistance. Without LAHSA's involvement, the Department faces limited options of service providers, if any, and severely risks its ability to serve this vulnerable population starting July 1, 2019.

- 4. It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.**

WDACS has negotiated favorable rates with LAHSA for its Client bed rates. Currently, WDACS' existing APS shelter service providers charge bed rates ranging from \$60 to \$110 per night, or an average of \$86.25 per night across all contracted shelters. Under this sole source contract, LAHSA has agreed to provide Services at a lower bed rate at \$66 per night (\$60 per night plus 10% administrative cost) to include three (3) meals per day, supportive services, and case management services.

Due to LAHSA's existing infrastructure of shelter beds through its Enhanced Bridge Housing for Older Adults Program, there would be no significant operational startup costs or staff training costs and/or time involved for the agency to familiarize with the Program. Furthermore, the elimination of a competitive solicitation will contribute to cost savings as the Department will avoid County staff time involved in managing all phases of the solicitation, from solicitation development to contract award.