PATRICIA S. PLOEHN, LCSW
Director

County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

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June 9, 2009

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

24 JUNE 9, 2009

SACHI A. HAMAI
EXECUTIVE OFFICER

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

Dear Supervisors:

REQUEST TO APPROVE AMENDMENT NUMBER ONE TO EXTEND FOURTEEN (14) EDUCATION CONSULTANT SERVICES CONTRACTS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Approve the use of two Form Amendments Number One to extend the contract term of fourteen (14) Education Consultant Services contracts by six (6) months, effective July 1, 2009 through December 31, 2009, at the total cost of $504,000, and to delete the provision that requires the education consultants to maintain valid Teaching or Pupil Personnel Services credentials. Delegate authority to the Director of the Department of Children and Family Services (DCFS) to execute the six-month amendments and to extend the contracts for an additional six months, from January 1, 2010 through June 30, 2010, if needed.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the use of Amendment substantially similar to Form Amendment Number One (Attachment A) to the Education Consultant contracts with the nine (9) contractors listed in Attachment B to extend the contract term for six (6) months, effective July 1, 2009 through December 31, 2009, at the total cost of $324,000, financed with 36 percent ($116,640) Federal revenue, 33 percent ($106,920) State revenue, and 31 percent ($100,440) net County cost (NCC), and delete the provision that requires the education consultants to maintain valid Teaching or Pupil Personnel Services credentials. Sufficient funding is included in the Department's Fiscal Year (FY) 2009-10 Proposed Budget.

2. Approve the use of Amendment substantially similar to Form Amendment Number One (Attachment C) to the Education Consultant contracts with the five (5) contractors listed in Attachment D to extend the contract term for an additional six (6) months, effective July 1, 2009 through December 31, 2009, at the total cost of $180,000, financed with 36 percent ($64,800) Federal revenue, 33 percent ($59,400) State revenue, and 31 percent ($55,800) net County cost (NCC), and delete the provision that requires the education consultants to maintain valid Teaching or Pupil Personnel Services credentials. Sufficient funding is included in the Department's FY 2009-10 Budget Request.

3. Delegate authority to the Director of DCFS, or her designee, to execute the Amendments and to notify your Board and the Chief Executive Officer (CEO) within ten (10) workdays of the execution.

4. Delegate authority to the Director of DCFS, or her designee, to execute amendments to extend the contracts for an additional six months, from January 1, 2010 through June 30, 2010, subject to prior County Counsel and CEO approval, if needed, to complete the new solicitation process and to notify your Board and the CEO within ten (10) workdays of the execution.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The education consultant services are essential to the academic success of many dependent children, who are in the custody and care of DCFS and have educational issues. The consultants work on a case-referral basis, advocating with schools and school districts on behalf of these children. This program has proven very effective in helping DCFS' Children Social Workers (CSWs) and caregivers navigate the education system and resolve the children's difficulties at school. Data collected and tabulated from monthly tracking logs show that during FY 2007-08, 4,300 educational issues have been resolved for 2,425 DCFS children. Some of the referrals involved more than one educational issue for the same child. Following is an analysis of the issues: 23.5% (570) involved school enrollment, 22.4% (542) dealt with Individual Education Program (IEP) issues, 22.1% (535) addressed academic challenges (poor grades), 17.4% (421) required Team Decision Making (TDM), 13.1% (318) involved student records, 13% (315) dealt with Special Education issues, and 12.9% (314) involved behavioral concerns.

On February 6, 2007, DCFS informed the Board that it was pursuing the feasibility of establishing permanent County education consultant positions. In January 2009, DCFS decided to continue these positions as a contracted service due to fiscal constraints. The current contracts expire on June 30, 2009. Therefore, DCFS must solicit for new contracts. California Department Social Services contracting policy and regulation Manual Letter OPS 89-01, Section 23-622.2 allows a six month

extension period if it is necessary to complete a solicitation process, which is currently under development.

It is anticipated that the solicitation process will extend beyond December 31, 2009, due to changes in the County's protest policy procedures which affect the length of the contract solicitation process. A request was made to CDSS Contracting and Financial Analysis Bureau to approve a contract extension of six more months, from January 1, 2010 through June 30, 2010. Delegated authority is requested for DCFS Director to execute these amendments, if needed.

Two Form Amendments are necessary to accommodate the two different contract versions that were used for these contracts. The recommended actions will allow DCFS to continue providing these essential education consultant services to the children without interruption.

The Education Consultant Services contract currently requires the consultants to have valid Teaching or Pupil Personnel Services credentials. Because this is a newly formed program, DCFS re-examined this requirement and found that maintaining a valid Teaching or Pupil Personnel Services credential is not necessary to perform the required work. In addition, DCFS found that renewing the credentials will take the consultants away from their contracted duties for classroom work. DCFS has, therefore, decided that it is appropriate to delete this requirement for the remainder of the contract period.

Implementation of Strategic Plan Goals

The requested actions are consistent with the principles of the Countywide Strategic Plan Goal 2: Children, Family and Adult Well-Being.

FISCAL IMPACT

The Maximum Contract Sum for the six-month extension is $36,000 for each contract, financed with 36 percent ($12,960) Federal revenue, 33 percent ($11,880) State revenue, and 31 percent ($11,160) net County cost (NCC). The total cost for all 14 contracts is $504,000 for the six months. If the additional six-month extension option is exercised, the total Maximum Contract Sum would be $1,008,000. Sufficient funding is included in the Department's FY 2009-10 Proposed Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On March 13, 2007, your Board approved contracts with 15 contractors for Education Consultant Services, including two (2) contracts on part-time basis. One (1) full-time contract and one (1) part-time contract were never executed as the

prospective contractors withdrew their offers to provide services. Of the 13 executed contracts, one (1) part-time contract and two (2) full-time contracts were not extended beyond June 30, 2007, due to various contract compliance issues. Another full-time contract was not extended beyond June 30, 2008, due to contract performance issues.

The remaining nine (9) full-time consultants were insufficient to handle issues in all the DCFS offices. On September 23, 2008, your Board approved additional contracts to fill the resultant vacancies through June 30, 2009. Board-delegated authority to the Director of DCFS was used to execute four (4) full-time contracts in October 2008 and two (2) full-time contracts in December 2008. One of the later contracts was made possible using accrued unexpended funds. However, with no unexpended funds available in FY 2009-10, only 14 full time contracts are recommended for the additional six-month extension period. Service responsibilities will be re-distributed among those 14 consultants and the co-located Los Angeles County Office of Education Foster Youth Services staff. This redistribution will cause the least impact on the target population.

Education consultant services include advocacy for, but are not limited to: Assembly Bill 490 (Ensuring Rights and Stability for Foster Youth), Student Study Teams, Special Education, Individual Education Plans, California High School Exit Exam requirements and preparation, school enrollment and attendance, proper and complete accumulation of school records and transcripts, due process regarding suspension and expulsion, student rights under the education system, access to remedial and enrichment education resources and services, social development, and early education programs.

CONTRACTING PROCESS

No additional contracting process is required for this contract extension amendment.

IMPACT ON CURRENT SERVICES

The requested actions will allow the current and future program participants and their families to continue receiving advocacy services for all educational issues. Otherwise, the children who are most in need of these services will be deprived of them.

CONCLUSION

Upon approval, it is requested that the Executive Officer, Board of Supervisors send a copy of the adopted Board letter and attachments to:

1. Department of Children and Family Services
   Contracts Administration
   Attention: Walter Chan, Manager
   425 Shatto Place, Room 400
   Los Angeles, California 90020

2. Office of the County Counsel
   Social Services Division
   Attention: Diane Cachenaut, Paralegal
   648 Kenneth Hahn Hall of Administration
   500 West Temple Street, Suite 602
   Los Angeles, California 90012

Respectfully submitted,

PATRICIA S. PLOEHN, LCSW
DIRECTOR

PSP:SK:CMM
WC:SN:wk

Attachments (4)

c: Chief Executive Officer
   Acting County Counsel
   Executive Officer, Board of Supervisors

ATTACHMENT A

AMENDMENT NUMBER ONE

TO

EDUCATION CONSULTANT SERVICES

CONTRACT NUMBER _____

AMENDMENT NUMBER ONE
TO EDUCATION CONSULTANT SERVICES
CONTRACT NUMBER _____

This Amendment Number One (hereinafter referred to as "Amendment") to Education Consultant Services Contract Number _____, (hereinafter referred to as "Contract"), adopted by the Board of Supervisors on _____, is made and entered into by and between County of Los Angeles, (hereinafter referred to as "COUNTY"), and _____, (hereinafter referred to as "CONTRACTOR"), this _____ day of _____ 2009.

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in Part I, Unique Terms And Conditions, Section 7.0, NOTICES, and Part II, Standard Terms and Conditions, Section 6.0, CHANGE NOTICES AND AMENDMENTS; and

WHEREAS, the purpose of this Amendment is to extend the term of Contract; and remove the credential requirements provision; and

NOW, THEREFORE, in consideration of the foregoing and mutual consent herein contained, COUNTY and CONTRACTOR hereby agree to amend Contract as follows:

1. PART I, UNIQUE TERMS AND CONDITIONS, Section 3.0, TERM AND TERMINATION, Subsection 3.4 is added to read as follows:

   3.4. The term of this contract is extended for an additional 6 months, from July 1, 2009 through December 31, 2009.

2. PART I, UNIQUE TERMS AND CONDITIONS, Section 4.0 CONTRACT SUM, Subsection 4.5 is amended to read as follows:

   4.5 The total amount payable under this Contract is Two Hundred and One Thousand Dollars ($201,000), hereinafter referred to as "Maximum Contract Sum." The maximum amount payable under this Contract for the contract period from March 13, 2007 through June 30, 2007 shall not exceed Twenty One Thousand Dollars ($21,000). The maximum amount payable for each of the following full contract years shall not exceed Seventy Two Thousand Dollars ($72,000) hereinafter referred to as "Maximum Annual Contract Sum." The "Maximum Contract Sum" for the six months extension period from July 1, 2009 through December 31, 2009, shall not exceed Thirty Six Thousand Dollars ($36,000).

3. Exhibit A, Statement of Work (SOW), Section 9.0, CONTRACTOR REQUIREMENTS, is revised to read as follows:

   9.0 CONTRACTOR shall have the ability to travel throughout the County of Los Angeles to readily perform the duties listed in this Statement of Work.

ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN IN FULL FORCE AND EFFECT

AMENDMENT NUMBER ONE TO
EDUCATION CONSULTANT SERVICES
CONTRACT NUMBER _____

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number One to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has subscribed the same as of the day, month and year first above written.

COUNTY OF LOS ANGELES

By:

_____
Patricia S. Ploehn, LCSW, Director
Department of Children and Family Services

_____
CONTRACTOR

By _____

Name _____

Tax ID _____

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
RAYMOND G. FORTNER, Jr.

BY_____
Kathy Bramwell
Principal Deputy County Counsel

Attachment B

Initial set of Education Consultants Contracts for the period July 1, 2009 through December 31, 2009

Contractor	DCFS Office	Contract #	Maximum Contract Amount
Del Castillo, Annalisa	Vermont	06-055-01	$36,000
Ferres, Kristin	West LA	06-055-04	$36,000
Foster, Stephen	Lancaster/Palmdale	06-055-05	$36,000
Hamby, Pamela	Wateridge	06-055-06	$36,000
Harrahill, Rosemary	Glendora/ Elmonte	06-055-07	$36,000
Harris, Lakesha	Metro North	06-055-08	$36,000
Saenz, Fatima	Belvedere/Corporate	06-055-11	$36,000
Sharma, Danish	Santa Fe Springs	06-055-13	$36,000
Stewart, Clifford	Pasadena	06-055-15	$36,000

ATTACHMENT C

AMENDMENT NUMBER ONE

TO

EDUCATION CONSULTANT SERVICES

CONTRACT NUMBER _____

AMENDMENT NUMBER ONE
TO EDUCATION CONSULTANT SERVICES
CONTRACT NUMBER _____

This Amendment Number One (hereinafter referred to as "Amendment") to Education Consultant Services Contract Number _____, (hereinafter referred to as "Contract"), adopted by the Board of Supervisors on _____, is made and entered into by and between County of Los Angeles, (hereinafter referred to as "COUNTY"), and _____, (hereinafter referred to as "CONTRACTOR"), this _____ day of _____ 2009.

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in Part II, Standard Terms and Conditions, Section 7.0, CHANGES AND AMENDMENTS; and Section 42.0, NOTICES; and

WHEREAS, the purpose of this Amendment is to extend the term of Contract; and modify the credential requirements provision; and

NOW, THEREFORE, in consideration of the foregoing and mutual consent herein contained, COUNTY and CONTRACTOR hereby agree to amend Contract as follows:

1. PART I, UNIQUE TERMS AND CONDITIONS, Section 2.0, TERM, Subsection 2.4 is added to read as follows:

   2.4 The term of this contract is extended for an additional 6 months, from July1, 2009 through December 31, 2009.

2. PART I, UNIQUE TERMS AND CONDITIONS, Section 3.0 CONTRACT SUM, Subsection 3.1 is amended to read as follows:

   3.1 The total amount payable under this Contract is _____ Dollars ($_____), hereinafter referred to as "Maximum Contract Sum." The maximum amount payable under this Contract for the contract period from _____ through _____ shall not exceed _____ Dollars ($____). The "Maximum Contract Sum" for the six months extension period from July 1, 2009 through December 31, 2009, shall not exceed Thirty Six Thousand Dollars ($36,000).

3. Exhibit A, Statement of Work (SOW), Section 8.0, CONTRACTOR REQUIREMENTS, Subsection 8.0 is modified to read as follows:

   8.0 CONTRACTOR shall have the ability to travel throughout the County of Los Angeles to readily perform the duties listed in this Statement of Work.

ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN IN FULL FORCE AND EFFECT

AMENDMENT NUMBER ONE TO
EDUCATION CONSULTANT SERVICES
CONTRACT NUMBER _____

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number One to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has subscribed the same as of the day, month and year first above written.

COUNTY OF LOS ANGELES

By:

_____
Patricia S. Ploehn, LCSW, Director
Department of Children and Family Services

_____
CONTRACTOR

By _____

Name _____

Tax ID _____

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
RAYMOND G. FORTNER, Jr.

BY_____
Kathy Bramwell
Principal Deputy County Counsel

Attachment D

Second set of Education Consultants Contracts for the period July 1, 2009 to December 31, 2009

Contractor	DCFS Office	Contract #	Maximum Contract Amount
Boddula, Chethan	Lakewood	06-055-16	$36,000
Lopez-Reid, Norma	Compton	06-055-17	$36,000
Shuman, Lori	San Fernando Valley	06-055-18	$36,000
Von Bleich, Juergen	Pomona/ El Monte	06-055-19	$36,000
Shaw, Shirley	W. San Fernando Valley & Santa Clarita	06-055-21	$36,000