

COUNTY OF LOS ANGELES

Family and Social Services

SACHI A. HAMAI
Chief Executive Officer



DATE: Wednesday, May 13, 2020
TIME: **2:00 PM**

DUE TO THE CLOSURE OF ALL COUNTY BUILDINGS, MEETING PARTICIPANTS AND MEMBERS OF THE PUBLIC WILL NEED TO CALL IN TO PARTICIPATE:

Teleconference Call-In Number: (323) 776-6996/ Conference ID: 747311624#

AGENDA

Members of the Public may address agenda item. Three (3) minutes are allowed for each item.

- I. Call to Order
- II. **NOTICE OF CLOSED SESSION**
 - CS-1 **CONFERENCE WITH LEGAL COUNSEL** – Existing Litigation
Government Code Section 54956.9, subdivision (d) (1)
Yasin, et al. v. County of Los Angeles, et al.
Department of Children and Family Services
- III. **Presentation/Discussion Items:**
 - a. **Chief Executive Office/Service Integration Branch:** Recommendation to Award Non-Financial Contract to Operate the Van Nuys Civic Center Child Development Center.
- IV. Items continued from a previous meeting of the Board of Supervisors or from a previous FSS Agenda Review meeting.
- V. Public Comment
- VI. Adjournment



County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

SACHI A. HAMAI
Chief Executive Officer

May 26, 2020

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

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

Dear Supervisors:

**RECOMMENDATION TO AWARD NON-FINANCIAL CONTRACT TO OPERATE THE
VAN NUYS CIVIC CENTER CHILD DEVELOPMENT CENTER
(THIRD DISTRICT AFFECTED)
(3-VOTES)**

SUBJECT

Enter into a three-year non-financial contract with three, one-year renewal options with the Child Development Consortium Los Angeles (CDCLA) for operation of the Van Nuys Civic Child Development Center (Center). The Center provides full-day high quality, affordable child development services to employees of the County, Superior Court, and the community.

IT IS RECOMMENDED THAT THE BOARD:

1. Award a non-financial contract to operate the Center, to CDCLA, with an effective date of July 1, 2020, for a period of three years with three, one-year options to renew. Program operating costs will be covered by parent fees, collected and managed by CDCLA. Facility maintenance costs will be covered by sponsoring entities, including the County Departments of Children and Family Services (DCFS), District Attorney (DA), Probation, Public Defender (PD), Public Social Services (DPSS), and the Superior Court of California (Superior Court). County Counsel has approved this contract as to form. (Attachment I).
2. Instruct the chairperson to sign the attached contract.

3. Delegate authority to the Director of the Department of Public Health (DPH), or her designee, to prepare and execute amendments to the contract if, in the opinion of the Director, the amendment is warranted. Approval as to form will be obtained from County Counsel prior to the executing of any amendments.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Board of Supervisors (Board) previously approved a five-year non-financial contract to operate the Center on December 20, 2011, after a competitive solicitation. Additional extensions were requested and approved through June 30, 2018, as a result of a decision by the operator to terminate their operation. The extensions also allowed the Chief Executive Office (CEO) time to develop and launch a Request for Proposal (RFP) solicitation to identify a new provider. CDCLA has been the temporary provider for the Center, stepping in when the previous provider abruptly terminated their contract.

The Center is a County-owned facility providing child development services to County and Superior Court employees, as well as the general public. County and Superior Court employees comprise approximately 31 percent (26) of the Center's enrollment which has a maximum capacity of 83 children. The Center has consistently remained at capacity, and County and Court employees are given priority placement as vacancies arise.

The operating costs associated with the Center are covered by parent fees collected and managed by the provider. Costs include staffing expenses, insurance, office supplies, educational materials, food, furniture, and equipment. The cost associated with operating the Center total approximately \$925,000 annually. Facility maintenance costs are covered by sponsoring County departments, including DCFS, DA, Probation, PD, DPSS, and Superior Court. All sponsoring departments have entered a Memorandum of Understanding (MOU) and each provides \$10,833 for the Center's maintenance costs for a total of \$54,165 annually. Facility maintenance includes janitorial services, building maintenance, facility improvements and Center-owned equipment replacement (Attachment II).

Implementation of Strategic Plan Goals

This action is consistent with the County's Strategic Plan Goal 3: Integrated Services Delivery: Maximize opportunities to measurably improve client and community outcomes and leverage resources through continuous integration of health, community, and public safety services.

FISCAL IMPACT/FINANCING

The proposed contract is a non-financial agreement with CDCLA to provide child development services. The Center's annual utility, janitorial and facility maintenance costs total approximately \$36,000 and are fully covered by the sponsoring departments under an MOU. Unused funds are held in reserve to meet future and unexpected facility needs such as facility improvements or extraordinary maintenance costs. All funds are collected and held by one of the sponsoring departments designated as the fiscal agent.

Staffing and programmatic costs of the Center are supported by parent fees that are collected by the provider. The cost associated with operating the Center total approximately \$925,000 annually. The Center's enrollment has a maximum capacity of 83 children, and the Center is consistently at capacity.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Center began serving children in January 2006 and has had three providers. The CEO conducted an RFP in 2010, and a provider was awarded the Center contract in 2011, as the only vendor to submit a proposal for operation of the Center. That provider remained in place until June 30, 2018, when their contract ended. A temporary provider was identified and procured while an updated RFP was developed and launched.

On August 29, 2019, the CEO posted an RFP on the County's Bid website. Five vendors provided notification of "intent to submit proposal" and attended the Mandatory Bidders Conference and tour of the facility on September 30, 2019. Of those five attendees, two submitted proposals for review. CDCLA was the highest-ranked proposer. Based on their successful proposal, we are recommending award of the Center contract to CDCLA.

Additionally, upon execution of this contract, DPH's Office for the Advancement of Early Care and Education will take over as the administrator of the contract and will lead the County's oversight of the Center.

County Counsel has approved this contract as to form.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

CDCLA has successfully operated the Center for the last eighteen months. During their operational period, fees for participating families have not increased, and the Center remains at capacity. Vacancies are rare and, as a result, the Center must maintain a waiting list. The Center is one of eleven sites operated by CDCLA across the County. During CDCLA's temporary operation of the Center, they have demonstrated an ability to address and remedy concerns or issues raised by parents or staff. This recommended action will ensure the continuity of high-quality child-development services at the Center.

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Conclusion

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return a signed contract along with two adopted stamped Board letters to the CEO.

Respectfully submitted,

SACHI A. HAMAI
Chief Executive Officer

SAH:FAD:TJM
EDT:VH:km

Attachments

c: Executive Office, Board of Supervisors
Public Health
Child Development Consortium Los Angeles