

COUNTY OF LOS ANGELES

Family and Social Services

SACHI A. HAMAI
Chief Executive Officer



DATE: Wednesday, May 27, 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)
Acker v. County of Los Angeles, et al.
Workforce Development, Aging and Community Services

III. **Presentation/Discussion Items:**

- a. **Workforce Development, Aging and Community Services:** Request Approval to Award and Execute Fiscal Year 2020-2021 Noncompetitive Subawards with Existing Subrecipients for the Elderly Nutrition Program, the Dietary Administrative Support Services Program, the Disease Prevention and Health Promotion Program, the Supportive Services Program for the Avalon Area, and the Supplemental Nutrition Assistance Program-Education Program.
- b. **Department of Children and Family Services (DCFS):** Request to approve the Extension of the Relative Home Assessment Services Contracts.
- c. **DCFS:** Request to approve the Extension of the Relative Support Services Contracts.

- d. DCFS:** Recommendation to Award Ten contracts to Provide Child Abuse Prevention, Intervention and Treatment Services.

- 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
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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



BOBBY D. CAGLE
Director

GINGER PRYOR
Chief Deputy Director

June 9, 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 TEN CONTRACTS TO PROVIDE CHILD ABUSE
PREVENTION, INTERVENTION AND TREATMENT SERVICES
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) requests your Board's approval to award nine (9) contracts, procured through Request for Proposals (RFP) No.18-0010 and one (1) Sole Source contract to serve the American Indian/Native Alaskan (AI/NA) communities to provide Child Abuse Prevention, Intervention and Prevention (CAPIT) Services.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or his designee, to execute 10 CAPIT contracts substantially similar to Attachment A, with the agencies and amounts indicated in Attachment B, to provide services for CAPIT for a term of three years from July 1, 2020 through June 30, 2023, with the option to extend for two additional one-year periods from July 1, 2023 through June 30, 2025, at the County's sole discretion. The maximum annual contract amount is \$3,101,999 financed by 100 percent State AB 1733 funds. Sufficient funding for these contracts is included in our Department's Fiscal Year (FY) 2020-21 Recommended Budget.
2. Delegate authority to the Director of DCFS, or his designee, to exercise the County's options to extend the CAPIT contracts by written notice; to negotiate and execute amendments to the contracts for the reallocation of funds among the contracts, including

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unspent funds, to meet unanticipated demands; or to increase or decrease the maximum annual contract amount up to 10 percent when such a change is necessitated by additional and necessary services, provided funding is available.

3. Delegate authority to the Director of DCFS, or his designee, to terminate CAPIT contracts for contractor default or for convenience.

4. Delegate authority to the Director of DCFS, or his designee, to negotiate and execute amendments to the CAPIT contracts for any mergers, acquisitions or changes in ownership; for any revisions required by changes in local, State and federal regulations; or for necessary changes to meet the needs of the County's CAPIT program.

The approval of County Counsel will be obtained prior to executing any amendments and DCFS will notify the Board and Chief Executive Office (CEO) in writing within 10 business days after execution.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The CAPIT program is an integrated, comprehensive approach to strengthening families who are at risk of or already experiencing problems in family functioning, with the goal of assuring that children are maintained in a safe and nurturing environment. Services include, but are not limited to: counseling, parenting support, parenting education, referral assistance and case management services.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan, Goal 1: Make Investments That Transform Lives, by aggressively addressing society's most complicated social, health and public safety challenges; Strategy I.1. by implementing evidence-based practices to increase residents' self-sufficiency, prevent long-term reliance on the County's social safety net and prevent involvement with the County's foster, juvenile justice and adult justice systems. Through promoting Supportive Parenting via services provided by the CAPIT program.

FISCAL IMPACT/FINANCING

The estimated aggregate five-year maximum contract amount is \$15,509,995 (see Attachment B). The maximum annual contract amount is \$3,101,999, financed by 100 percent State (AB 1733) funds, which is already included in the budget. In addition, the contractors will provide an in-kind match in an amount equal to, or more than, 10 percent of the maximum annual contract amount.

Funding for the CAPIT contracts is included in the FY 2020-21 Recommended Budget and will be included in the Department's budget requests for subsequent years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On September 19, 2018, the California Department of Social Services granted DCFS authority to enter into a new five-year contract.

One (1) CAPIT funded CONTRACTOR will be identified for each of the eight (8) Service Planning Areas (SPAs) and two (2) countywide funded agencies will provide services for the Native Hawaiian/Asian Pacific Islander (NH/API) and AI/AN populations, as listed in Attachment B.

Per the Board Policy 5.100, Sole Source Contracts, County departments must notify the Board of Supervisors at least four (4) weeks prior to commencing contract negotiations for new contracts. On April 23, 2020, DCFS notified the Board of its intention to negotiate a Sole Source contract with United American Indian Involvement.

DCFS has determined that the Living Wage Program, Proposition A, and Cost of Living Adjustment are not applicable to these contracts.

This Board letter has been reviewed by County Counsel and the CEO. County Counsel has approved the Contract (Attachment A) as to form. The Sole Source Checklist has been approved by the CEO and it is attached as Attachment C.

CONTRACTING PROCESS

The RFP process was used to procure services in all of the eight (8) SPAs plus two countywide specific communities that serve the Asian Pacific Islander (API) and the AI/NA populations. The recommended contracts are the result of RFP No. 18-0009 released by DCFS on September 27, 2018. The RFP was posted on the County Open Solicitation and DCFS Open Solicitation websites. In addition, the contracting opportunity was advertised in eight (8) local newspapers, covering all areas of Los Angeles County. There were no Solicitation Requirements Reviews received. DCFS held a Proposers' Conference on October 16, 2018. DCFS received a total of 38 proposals from 26 agencies. Fifteen of the 26 agencies are currently providing CAPIT Services.

Proposals were received for seven (7) out of the eight (8) SPAs and for the countywide API population. DCFS did not receive proposals to serve SPA 5 and the AI/NA populations. As a result, DCFS staff and County Counsel met on November 14, 2019, to discuss viable options to recommend proposers to serve these two communities. Based on this discussion it was decided that DCFS would invite the second ranking agency from SPAs 4 and 6 (which are contiguous to SPA 5) to serve SPA 5. Upon the agency declining, DCFS looked to the next ranking agencies from SPAs 4 and 6, and approached the agency with the higher overall score. Consequently, nine out of the ten contracts were

tentatively selected from the RFP process. However, due to the lack of proposal submissions to serve the countywide AI/AN populations, DCFS negotiated with the current CAPIT contractor serving the aforementioned populations to keep providing services under a Sole Source contract.

Each proposal was reviewed for responsiveness and compliance with the minimum requirements stated in the RFP. One (1) proposal was disqualified for not meeting the minimum requirements and a Disqualification Notice along with a Transmittal to Request for a Disqualification Review was sent to the proposer on January 16, 2019. DCFS did not receive a Request for a Disqualification Review.

Proposals were evaluated and scored by a panel of three evaluators who attended a mandatory orientation given by DCFS' Contracts Administration Division. Informed averaging meetings were held to discuss the basis for scores given to each proposal. Proposals were ranked based on aggregated scores for the following areas: Background and Experience, Approach, Quality Assurance and Cost. Ultimately, nine (9) proposals from eight (8) agencies were recommended for a contract award. DCFS sent out the tentatively selected and non-selected letters and two (2) out of the six (6) non-selected agencies requested a debriefing. Following the debriefing meetings, two (2) agencies requested a Proposed Contractor Selection Review and one (1) subsequently requested a County Independent Review (CIR). On April 9, 2020, the Internal Services Department, in charge of conducting CIRs, found no merit to the CIR submitted.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The award of the new contracts for CAPIT will allow the County to continue to help facilitate services to target children and families residing in the County of Los Angeles and will help maintain the array of services designed to strengthen family resilience, nurture the development of healthy behaviors and improve child safety in the homes.

These contracts will not infringe on the role of the County in relationship to its residents and there is no change in risk exposure to the County.

CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted stamped copy of the Board letter and attachments to the Department of Children and Family Services.

The Honorable Board of Supervisors
June 9, 2020
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Respectfully submitted,

BOBBY D. CAGLE
Director

GP:CMM:KR
LTI:AO:CK:tj

Enclosures (2)

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



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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



BOBBY D. CAGLE
Director

GINGER PRYOR
Chief Deputy Director

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Fourth District

KATHRYN BARGER
Fifth District

June 9, 2020

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 THE EXTENSION OF
THE RELATIVE SUPPORT SERVICES CONTRACTS
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) seeks the Board's approval to extend 11 Relative Support Services (RSS) contracts for one year and 16 days, effective June 15, 2020 through June 30, 2021, to allow sufficient time to complete the Request for Proposal (RFP) process, and to align the contract with the fiscal year.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee to execute amendments, in substantially similar form to Attachment A, for each of the 11 current RSS contracts, to extend the contracts for one year and 16 days, effective June 15, 2020, through June 30, 2021, to allow sufficient time to complete the Request for Proposal (RFP) process for new contracts. The total projected cost is approximately \$4,721,771, financed using 100 percent 2011 State Realignment funds. The total projected cost includes \$168,621 for the 16-day period effective June 15, 2020 through June 30, 2020, and \$4,046,900 for the year effective July 1, 2020 through June 30, 2021, and the estimated Relative Caregiver Emergency Fund (RCEF) budget is \$506,250.
2. Delegate authority to the Director of DCFS, or designee, to execute RSS contract amendments to increase or decrease the Maximum Annual Contract Sum by no more

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than ten percent to accommodate an increase or decrease in the number of RSS participants to be served, or County budgetary constraints, provided (a) funding is available and the approval of County Counsel is obtained prior to the execution of the contract amendments, and (b) DCFS notifies the Board and the CEO, in writing, within ten workdays of execution of the amendments.

3. Delegate authority to the Director of DCFS, or designee, to execute RSS contract amendments to incorporate changes as mandated by Federal, State, County, or Municipal laws, regulations, or court orders, provided (a) funding is available, (b) the approval of County Counsel is obtained prior to the execution of the contract amendments, and (c) DCFS notifies the Board and the CEO, in writing, within ten workdays of execution of the amendments.
4. Delegate authority to the Director of DCFS, or his designee, to terminate RSS contracts for contractor default, County budgetary constraints, or for convenience.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The RSS contracts provide relatives and caregivers with advocacy and assistance in securing vital support and funding resources; social and educational activities; coordinating events for caregivers and children; offer support groups, mentoring and tutoring youth; transportation services, and emergency assistance.

DCFS is currently conducting an RFP solicitation for new contracts. The recommended actions will prevent any lapse in services while the solicitation is being completed.

Furthermore, the recommended actions will enable Los Angeles County (County) to continue providing relatives and caregivers with advocacy and assistance in securing vital support and funding resources; social and educational activities; coordinating events for caregivers and children; offer support groups, mentoring and tutoring youth; transportation services, and emergency assistance. Without the approval of the recommended actions, many County relatives and caregivers will not receive the advocacy and assistance they need to provide children in their placement with care.

Implementation of Los Angeles County's Strategic Plan Goals

The recommended action is consistent with the principles of Strategic Plan Goal I – Make Investments that Transform Lives; Strategy I.2 – Enhance our Delivery of Comprehensive Interventions; I.2.1 – Provide Subsidized Housing for Vulnerable Populations, I.2.4 – Support Job Readiness and Increase Employment Opportunities for Youth Served by the County, and I.2.9 – Support the Long Term Success of Transition Aged Youth.

FISCAL IMPACT/FINANCING

The total projected cost of the one-year and 16-day extension is approximately \$4,721,771, financed using 100 percent 2011 State Realignment funds.

The total projected cost includes \$168,621 for the 16-day period effective June 15, 2020 through June 30, 2020, and \$4,046,900 for the year effective July 1, 2020 through June 30, 2021, and \$506,250 for the RCEF budget.

The total cost of the RSS contracts is included in the Fiscal Year 2019-20 Adopted Budget and Fiscal Year 2020-21 recommended Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The RSS contracts are permitted by County Code Chapter 2.121 as these services can be performed more economically by independent contractors.

Approval of this contract will enable DCFS to continue providing RSS until the RFP process is completed.

On August 15, 2019, DCFS requested approval from CDSS to extend the RSS contracts for a year until the RFP can be completed. CDSS' approval of this request was received on December 31, 2019.

County Counsel has approved the amendment and Board letter as to form.

IMPACT ON CURRENT SERVICES

The extension of the 11 RSS contracts will ensure uninterrupted RSS services to relatives and caregivers and will help maintain the County's ability to provide support and resources to relatives and caregivers.

The contracts will not infringe upon the role of the County in relationship to its residents, and the County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.


The Honorable Board of Supervisors
June 9, 2020
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CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted stamped copy of the Board letter and attachments to:

Department of Children and Family Services,
Contracts Administration Division
Attn: Leticia Torres-Ibarra, Contracts Division Manager
425 Shatto Place, Room 400
Los Angeles, California 90020

Respectfully submitted,


BOBBY D. CAGLE
Director

BDC:KR
LTI:KAF

Attachment

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



BOBBY D. CAGLE
Director

GINGER PRYOR
Chief Deputy Director

County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 Shatto Place, Los Angeles, California 90020
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Board of Supervisors

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First District

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KATHRYN BARGER
Fifth District

June 9, 2020

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 THE EXTENSION OF
THE RELATIVE HOME ASSESSMENT SERVICES CONTRACTS
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) seeks the Board's approval to extend 12 Relative Home Assessment Services (RHAS) contracts for one year and 16 days, effective June 15, 2020 through June 30, 2021, to allow sufficient time to complete the Request for Proposal (RFP) process, and to align the contracts with the fiscal year.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee, to execute amendments, in substantially similar form to Attachment A, for each of the 12 current RHAS contracts, to extend the contracts for one year and 16 days, effective June 15, 2020, through June 30, 2021, to allow sufficient time to complete the Request for Proposal (RFP) process for new contracts. The total projected cost is approximately \$12,745,975, financed using 100 percent 2011 State Realignment funds. The total projected cost includes \$456,954 for the 16-day period effective June 15, 2020 through June 30, 2020, and \$10,967,021 for the year effective July 1, 2020 through June 30, 2021, and the estimated Relative Caregiver Emergency Fund (RCEF) budget is \$1,322,000.
2. Delegate authority to the Director of DCFS, or designee, to execute RHAS contract amendments to increase or decrease the Maximum Annual Contract Sum by no more than ten percent to accommodate an increase or decrease in the number of RHAS participants to be served, or County budgetary constraints, provided (a)

funding is available and the approval of County Counsel is obtained prior to the execution of the contract amendments, and (b) DCFS notifies the Board and the CEO, in writing, within ten workdays of execution of the amendments.

3. Delegate authority to the Director of DCFS, or designee, to execute RHAS contract amendments to incorporate changes as mandated by Federal, State, County, or Municipal laws, regulations, or court orders, provided (a) funding is available, (b) the approval of County Counsel is obtained prior to the execution of the contract amendments, and (c) DCFS notifies the Board and the CEO, in writing, within ten workdays of execution of the amendments.
4. Delegate authority to the Director of DCFS, or his designee, to terminate RHAS contracts for contractor default, County budgetary constraints, or for convenience.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The RHAS contracts provide Relative/Non-Related Extended Family Member (NREFM) caregiver applicants with Resource Family Approval based on their suitability, commitment and qualifications to provide a home for child(ren).

DCFS is currently conducting an RFP solicitation for new contracts. The recommended actions will prevent any lapse in services while the solicitation is being completed.

Furthermore, the recommended actions will enable Los Angeles County (County) to continue providing Relative/Non-Related Extended Family Member (NREFM) caregiver applicants with Resource Family Approval based on their suitability, commitment and qualifications to provide a home for child(ren). Without the approval of the recommended actions, many County relative and NREFM caregiver applicants will not be approved to become caregivers.

Implementation of Los Angeles County's Strategic Plan Goals

The recommended action is consistent with the principles of Strategic Plan Goal I – Make Investments that Transform Lives; Strategy I.2 – Enhance our Delivery of Comprehensive Interventions; I.2.1 – Provide Subsidized Housing for Vulnerable Populations, I.2.4 – Support Job Readiness and Increase Employment Opportunities for Youth Served by the County, and I.2.9 – Support the Long Term Success of Transition Aged Youth.

FISCAL IMPACT/FINANCING

The total projected cost of the one-year and 16-day extension is approximately \$12,745,975, financed using 100 percent 2011 State Realignment funds. The total projected cost includes \$456,954 for the 16-day period effective June 15, 2020 through June 30, 2020, and \$10,967,021 for the year effective July 1, 2020 through June 30, 2021, and the estimated RCEF budget is \$1,322,000.

The total cost of the RHAS contracts is included in the Fiscal Year 2019-20 Adopted Budget and Fiscal Year 2020-21 Recommended Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The RHAS contracts are permitted by County Code Chapter 2.121 as these services can be performed more economically by independent contractors.

Approval of this contract will enable DCFS to continue providing RHAS until the RFP process is completed.

On August 15, 2019, DCFS requested approval from CDSS to extend the RHAS contracts for a year until the RFP can be completed. CDSS' approval of this request was received on December 31, 2019.

County Counsel has approved the amendment and Board letter as to form.

IMPACT ON CURRENT SERVICES

The extension of the 12 RHAS contracts will ensure uninterrupted RHAS services to relative/NREFM caregiver applicants and will help maintain the County's ability to approve suitable, committed and qualified caregiver applicants.

The contracts will not infringe upon the role of the County in relationship to its residents, and the County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.


The Honorable Board of Supervisors
June 9, 2020
Page 4

CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted stamped copy of the Board letter and attachments to:

Department of Children and Family Services,
Contracts Administration Division
Attn: Leticia Torres-Ibarra, Contracts Division Manager
425 Shatto Place, Room 400
Los Angeles, California 90020

Respectfully submitted,


BOBBY D. CAGLE
Director

BDC:KR
LTI:KAF

Attachment

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



lacounty.gov

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger

COUNTY OF LOS ANGELES WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES

3175 West Sixth Street ■ Los Angeles, CA 90020

Tel: 213-738-2600 ■ Fax: 213-487-0379



wdacs.lacounty.gov

Otto Solórzano
Acting Director

"Connecting communities and improving the lives of all generations"

June 9, 2020

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:

**AUTHORIZE WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES
TO AWARD AND EXECUTE FISCAL YEAR 2020-2021 NONCOMPETITIVE (SOLE
SOURCE) SUBAWARDS FOR ELDERLY NUTRITION PROGRAM, DIETARY
ADMINISTRATIVE SUPPORT SERVICES PROGRAM, DISEASE PREVENTION AND
HEALTH PROMOTION PROGRAM, SUPPORTIVE SERVICES PROGRAM
(AVALON), AND SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM-
EDUCATION SERVICES
(ALL SUPERVISORIAL DISTRICTS)
(3-VOTES)**

SUBJECT

The County of Los Angeles Workforce Development, Aging and Community Services (WDACS) seeks approval and delegated authority to: award and execute Fiscal Year 2020-2021 noncompetitive (sole source) subawards with existing Subrecipients for the Elderly Nutrition Program (ENP), the Dietary Administrative Support Services (DASS) Program, the Disease Prevention and Health Promotion (DPHP) Program, the Supportive Services Program (SSP) for the Avalon area, and the Supplemental Nutrition Assistance Program-Education (SNAP-Ed) Program (also known as the CalFresh Healthy Living Program); optionally exercise separate renewals under the subawards for ENP, DASS Program, DPHP Program, and SSP; and, execute amendments with all Subrecipients, as needed, during the subaward term.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and authorize the WDACS Acting Director, or designee, to award and execute ENP sole source subawards with the eleven (11) existing City Subrecipients identified in Attachment I for the term effective July 1, 2020 through June 30, 2021 in the combined estimated annual amount of \$3,246,000; and, optionally exercise three (3) annual renewals with these Subrecipients for a maximum term of four (4) years.
2. Approve and authorize the WDACS Acting Director, or designee, to award and execute ENP sole source subawards with the six (6) existing Community-Based Subrecipients, identified in Attachment I for the term effective July 1, 2020 through June 30, 2021 in the combined estimated annual amount of \$15,081,000; and, optionally exercise a six-month renewal for a maximum term of eighteen (18) months.
3. Approve and authorize the WDACS Acting Director, or designee, to award and execute a DASS Program sole source subaward for the term effective July 1, 2020 through June 30, 2021 with an existing Subrecipient, CNS/RQA/CA, INC. (CNS), in the estimated annual amount of \$600,000; and, optionally exercise a six-month renewal for a maximum term of eighteen (18) months.
4. Approve and authorize the WDACS Acting Director, or designee, to award and execute a DPHP Program sole source subaward for the term effective July 1, 2020 through June 30, 2021 with an existing Subrecipient, Partners In Care Foundation, in the estimated annual amount of \$426,000, and optionally exercise a six-month renewal option for a maximum term of eighteen (18) months.
5. Approve and authorize the WDACS Acting Director, or designee, to award and execute an SSP sole source subaward for the term effective July 1, 2020 through June 30, 2021 with an existing Subrecipient, Avalon Medical Development Corporation, in the estimated annual amount of \$51,800; and, optionally exercise two (2) annual renewals for a maximum term of three (3) years.
6. Approve and authorize the WDACS Acting Director, or designee, to award and execute a SNAP-Ed Program sole source subaward for the term effective July 1, 2020 through September 30, 2020 with CNS in the estimated amount of \$51,000.
7. Approve and authorize the WDACS Acting Director, 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 federal, State, and/or County subaward terms and conditions; and, 2) increase or decrease the Subaward Sums (including but not limited to baseline funds, one-time-only funds, and/or supplemental monies), which may exceed ten percent (10%) of the Maximum Subaward Sum, in response to the availability of program funding and/or based on Subrecipients' performance, provided that: (a) the total allocation does not exceed available funding; and (b) WDACS obtains County Counsel approval as to the form of the amendments prior to executing such amendments.

8. Approve and authorize the WDACS Acting Director, or designee, to increase or decrease each Subrecipient's unit rates under the ENP subawards at the sole discretion of WDACS, subject to availability of funding, Subrecipients' performance, Subrecipients' adherence to subaward terms and conditions, etc.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION(S)

WDACS has been designated by our funding source, the California Department of Aging (CDA or State), to operate as an Area Agency on Aging for all geographic areas of the County, except for the City of Los Angeles, which is served by another government entity. WDACS receives funding from CDA to administer a variety of social service programs, which include:

- ENP: Prior to the COVID-19 outbreak, nutritious meals were served at Congregate Meal sites for mobile older adult clients (age 60 and above) and delivered to homebound clients, in addition to regular contact and safety checks provided for homebound clients. During the outbreak, we've significantly expanded meal services to clients and transitioned services to "drive-thru" meals and home-delivered meals.
- DASS Program: Services such as nutrition screening, counseling, and education are provided to clients by registered dietitians, who also monitor ENP Service Providers.
- DPHP Program: These evidence-based services promote healthy aging and the maintenance of optimal physical, mental, and social well-being for clients to prevent illness, manage chronic physical conditions, prolong their independence, and improve their overall quality of life.
- SSP: Services such as case management, personal care, and home-maker are provided to older adults and functionally impaired adults to help Clients avoid premature/inappropriate institutionalization and assist Clients in long-term care institutions who are able to return to their communities.
- SNAP-Ed Program: Services are designed to impact the knowledge, behaviors, and environment of culturally diverse low-income clients who frequent Congregate Meal sites. This Program also encourages active lifestyles and healthy food choices using evidence-based nutrition education topics.

Subawards with City Subrecipients for ENP Services

For ENP services, WDACS currently contracts with Cities (noncompetitively procured in accordance with Title 22 California Code of Regulations Section 7360 (Noncompetitive Awards)) and non-City Subrecipients (competitively procured). The current subawards with the City Subrecipients, who provide ENP services to their residents, will terminate on June 30, 2020. We plan to continue these noncompetitive awards as detailed in Recommendation 1.

Subawards with Community-Based Subrecipients

For the community-based ENP subrecipients, DASS Program, DPHP Program, SSP, and SNAP-Ed subawards, these agreements will terminate on June 30, 2020. Just prior to the COVID-19 pandemic, we released new competitive procurements for ENP, DASS Program, DPHP Program, and SSP. We released the SSP competitive procurement for the Avalon area only because we have competitively procured subrecipients in place to serve the rest of the County, outside the City of Los Angeles.

However, due to the unprecedented impact of this nationwide/worldwide emergency on most organizations, we canceled all but the SSP competitive procurement and we intend to noncompetitively award sole source subawards for the existing Subrecipients to ensure there is no interruption in services. We conducted the SSP procurement, but we did not receive any Bids; fortunately, the current Subrecipient has agreed to continue service delivery under this sole source. We will release new competitive solicitations in Fiscal Year 2020-2021 for the remaining services, including ENP, DASS Program, and DPHP Program.

In the case of SNAP-Ed, we are pursuing a three-month (July 1, 2020 through September 30, 2020) sole source subaward with the existing Subrecipient, CNS. This sole source subaward will enable us to complete a competitive procurement for a new provider and will align the term of the next subaward with our CDA contract term, which commences October and ends the following September.

WDACS is seeking your Board's approval to enter into these sole source subawards as outlined under our Recommendations.

Implementation of Strategic Plan Goals

The recommended actions support the following Countywide Strategic Plan Strategies: Strategy I.1 (Increase Our Focus on Prevention Initiatives) by promoting self-sufficiency and independence among older adults; Strategy I.2 (Enhance Our Delivery of Comprehensive Interventions) by ensuring the delivery of a broad-range of community-based services for older adults; and Strategy II.2 (Support the Wellness of Our Communities) by increasing services and promoting the well-being of older adults.

FISCAL IMPACT/FINANCING

Financing for these Programs includes monies from CDA (originating from federal and State resources) and County general funds. The combined estimated annual funding for ENP, DASS Program, DPHP Program, and SNAP-Ed Program is \$19,455,800. Should WDACS exercise all renewal options for these Programs, the total estimated funding for all periods, including the original term and all renewals, is \$37,299,100. Funding for these Programs will be included in the WDACS Fiscal Year 2020-21 budget.

The federal portion of the funding is assigned a Catalog of Federal Domestic Assistance

(CFDA) program number. The CFDA number, Federal grantor agency, and the corresponding Program(s) are identified as follows:

- 10.561 (State Administrative Matching Grants for the Supplemental Nutrition Assistance Program) – USDA: SNAP-Ed Program
- 93.043 (Special Programs for the Aging-Title III, Part D, Disease Prevention and Health Promotion Services) – Health and Human Services (HHS): DPHP Program
- 93.044 (Special Programs for the Aging-Title III, Part B, Grants for Supportive Services and Senior Centers) – HHS: ENP and SSP
- 93.045 (Special Programs for the Aging, Title III, Part C, Nutrition Services) – HHS: ENP, DASS Program
- 93.053 (Nutrition Services Incentive Program) – HHS: ENP

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

WDACS currently contracts with these Service Providers under existing subawards and there are no fiscal or performance issues noted for any. These subawards 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 has determined that these subawards are not subject to the requirements for Proposition A in which living wage laws would be applicable. WDACS will obtain County Counsel approval as to the form of the subawards prior to their execution and/or amendment.

The sole source subawards for the Programs are authorized in accordance with the following regulations: ENP, DASS Program, DPHP Program, and SSP (Title 22 California Code of Regulations Section 7360 (Noncompetitive Awards)); and SNAP-Ed Program (Title 2 Code of Federal Regulations Part 200.320 (Methods of Procurement to be Followed)). We've confirmed with CDA that these sole source subawards are authorized.

In accordance with your Board's Policy Manual, Chapter 5.100 (Sole Source Contracts), WDACS has previously notified your Board on April 10, 2020 and we have completed the sole source checklist and justification, which has been approved by the CEO and is included herein as Attachment II.

CONTRACTING PROCESS

Upon your Board's approval, WDACS will enter into sole source subawards with these Subrecipients. The subawards for ENP, DASS Program, DPHP Program, and SSP will include renewal options which are subject to WDACS' sole discretion, availability of funding, each Subrecipient's performance in meeting the goals of each Program, as well as each Subrecipient's adherence to its subaward terms. The SNAP-Ed Program subaward will not be renewed beyond the start date of the competitively procured subaward. Upon completion of the competitive procurements for these Programs, WDACS will notify your Board of the recommended Subrecipients.

Monitoring Requirement

Administrative, programmatic, and fiscal monitoring of the Subrecipients will be conducted on an annual basis to ensure subaward compliance. Administrative and programmatic monitoring are completed by WDACS' Contract Compliance Division. Fiscal monitoring is conducted by an approved vendor procured through the Los Angeles County Auditor-Controller's Master Agreement for As-Needed Contract Audits/Studies.

IMPACT ON CURRENT SERVICES

Approval of the recommended actions will allow WDACS and our Subrecipients to continue addressing the immediate needs of our clients and communities during the COVID-19 outbreak, while adhering to State and County requirements. It will also ensure that these services continue to provide vital support and resources to residents throughout Los Angeles County (excluding the City of Los Angeles).

CONCLUSION

Upon your approval of the recommended actions, the WDACS Acting Director, or designee, will execute sole source subawards as noted herein. Should you have any questions, please contact me directly, or your staff may contact Mr. Kevin Anderson, Special Assistant, at kanderson@wdacs.lacounty.gov.

Respectfully submitted,

Otto Solórzano
Acting Director

OS:PG:CD

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

Enclosures