



County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

12860 CROSSROADS PARKWAY SOUTH • CITY OF INDUSTRY, CALIFORNIA 91746
(562) 908-8400 • dpss.lacounty.gov

JACKIE CONTRERAS, Ph.D.
Director

MICHAEL J. SYLVESTER II
Chief Deputy Director, Administration

KRISTIN STRANGER
Chief Deputy Director, Operations



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March 6, 2025

TO: Each Supervisor

FROM: 
Jackie Contreras, Ph.D., Director

**SUBJECT: NOTIFICATION OF EXECUTION OF AMENDMENT NUMBER THREE TO THE
OUT-OF-CLASSROOM COORDINATION SERVICES CONTRACT FOR
COMMUNITY COLLEGES CALWORKS PROGRAM**

This is to notify you that I have used Board-delegated authority, as adopted by the Board on April 27, 2021, and as indicated in the Board notification memo dated March 21, 2024, to execute Amendment Number Three to the Out-of-Classroom Coordination Services contract for Community Colleges, California Work Opportunities and Responsibilities to Kids (CalWORKs) program, for the following Community College Districts (CCDs): Antelope Valley, Glendale, Long Beach, Pasadena and Santa Clarita. The Department of Public Social Services (DPSS) continues to await signed amendments from the six remaining CCDs and will notify the Board upon execution.

The amendment incorporates several changes to the contract terms and conditions and Statement of Work, along with a 20 percent funding allocation increase. The annual maximum contract amount for all ten contracts is \$3 million, with a total four-year contract cost of \$10,499,997, contingent upon adequate funding. The current contracts expire on June 30, 2025, and DPSS has the option to extend the contracts for one additional one-year period through June 30, 2026.

The Department has contracted with the CCDs for these services since 2002. They continue to be valuable partners in providing out-of-classroom coordination services to assist CalWORKs participants in completing their education program, complying with Welfare-to-Work requirements, and achieving self-sufficiency. The CCDs provide comprehensive intake interviews, testing for basic skills, referrals to counseling offices, and case management services.

Each Supervisor

March 6, 2025

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As stipulated in the adopted Board letter, DPSS has obtained the approval of County Counsel as to form prior to executing the amendment.

If you have any questions or require additional information, please contact me at (562) 908-8383.

JC:pd

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