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BOARD OF SUPERVISORS

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

June 04, 2024

52 June 4, 2024

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

EDWARD YEN
EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL TO AMEND TWO SOLE SOURCE CONTRACTS WITH TARZANA TREATMENT CENTERS, INC. FOR HIGH IMPACT HIV PREVENTION SERVICES CONTRACTS TO EXTEND THE TERM THROUGH JUNE 30, 2025
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Request approval to execute amendments to two sole source High Impact HIV Prevention (formerly Health Education/Risk Reduction) Services contracts to extend the term through June 30, 2025, and delegated authority to extend the term through December 31, 2025.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and instruct the Director of the Department of Public Health (Public Health), or designee, to execute sole source contract amendments to two Tarzana Treatment Centers, Inc. (TTC) High Impact HIV Prevention (HIHP) Services contracts, as detailed in Attachment A, to extend the term effective through June 30, 2025, at a total maximum obligation of \$309,600, 100 percent funded by Centers for Disease Control and Prevention (CDC) funds, Non-Drug Medi-Cal Realignment (NDMR) funds, and existing Departmental resources.
2. Delegate authority to the Director of Public Health, or designee, to execute amendments to the contracts that extend the term through December 31, 2025, at amounts to be determined by the Director of Public Health, contingent upon the availability of funds and contractor performance; allow the rollover of unspent contract funds, if allowable by the grantor; provide an increase or decrease in funding up to 10 percent above or below the annual base maximum obligation, effective upon amendment execution, or at the beginning of the applicable contract period; correct errors in the contracts' terms and conditions; and/or update the statement of work and/or scope of work, as

necessary, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

3. Delegate authority to the Director of Public Health, or designee, to execute change notices to the contracts that authorize modifications to the budget with corresponding modifications to the statement of work and/or scope of work, that are within the same scope of services, as necessary, and changes to hours of operation and/or service locations.

4. Delegate authority to the Director of Public Health, or designee, to immediately suspend or terminate the contracts upon issuing a written notice if TTC fails to perform and/or fully comply with contract requirements, and terminate the contracts for convenience by providing a 30-calendar day advance written notice to TTC.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will allow for the continuation of HIHP services in alignment with current program priorities and service utilization patterns.

HIHP services provide education, awareness, and skill-building activities to increase knowledge about HIV risk behaviors, decrease the frequency of those behaviors, and ensure that individuals living with HIV reduce the probability of transmitting HIV to others. HIHP services also link persons at high risk for HIV or persons of unknown HIV status to available HIV counseling and testing services, medical care, Pre-Exposure Prophylaxis, and Post-Exposure Prophylaxis services.

HIHP services provide essential risk reduction skills building and counseling to high-risk individuals to avert HIV and STD transmission. Extension of the HIHP Services contracts will allow for services to continue to address the disproportionate burden of HIV and other STDs, particularly among men who have sex with men, people with methamphetamine use disorder, HIV-positive individuals, cisgender women of color, and people who use injection drugs.

Approval of Recommendation 2 will allow Public Health to execute amendments to the contracts to extend the term through December 31, 2025; rollover unspent funds; increase or decrease funding up to 10 percent above or below the annual base maximum obligation; update the statement of work and/or scope of work; and/or correct errors in the contracts' terms and conditions, as necessary.

Approval of Recommendation 3 will allow Public Health to execute change notices to the contracts that authorize modifications to the budget with corresponding modifications to the statement of work and/or scope of work, that are within the same scope of services, as necessary, and changes to hours of operation and/or service locations.

Approval of Recommendation 4 will allow Public Health to immediately suspend or terminate the contracts if TTC fails to perform and/or fully comply with program requirements, and to terminate the contracts for convenience by providing 30-calendar days' advance written notice to TTC.

Implementation of Strategic Plan Goals

The recommended actions support North Star 2, Foster Vibrant and Resilient Communities through focus area goals of Public Health and Economic Health, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total County maximum obligation for the TTC amendments, as detailed in Attachment A, is \$309,600, for HIHP services, for the period effective July 1, 2024, through June 30, 2025, 100 percent funded by CDC, NDMR, and existing Departmental resources.

Funding for these extensions is included in Public Health's Final Adopted Budget for fiscal year (FY) 2024-25 and will be included in future FYs, as necessary.

There is no additional net County cost associated with this action.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Public Health's allocations for each of the service categories are aligned with the current program priorities. As required by Board Policy 5.100, your Board was notified on February 29, 2024, of Public Health's intent to extend the term of HIHP and STD CE Services contracts.

Attachment B are the two sole source checklists signed by the CEO.

CONTRACTING PROCESS

HIHP services were solicited in 2008. Since the original award dates, these contracts have undergone multiple amendments including term extensions, adjustments to funding allocations, and revisions to the scopes of work.

On June 6, 2023, your Board approved delegated authority to the Directors of the Department of Health Services and Public Health, or their respective designees (collectively "the Directors"), to negotiate and execute amendments to the contracts expiring by September 30, 2023, including 13 HIHP contracts to: (a) extend the term on a month-to-month basis in any increments, as determined by the Directors to be in the best interest of the County, through September 30, 2024, and (b) reaffirm previously authorized delegations of authority, including adding Board required requirements.

On June 28, 2023, Public Health exercised delegated authority to extend the 13 HIHP contracts effective July 1, 2023, through June 30, 2024, at a total annual maximum obligation of \$3,401,118.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow Public Health to continue to provide uninterrupted delivery of HIHP services to LA County residents.

The Honorable Board of Supervisors

6/4/2024

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Barbara Ferrer". The signature is fluid and cursive, with the first name "Barbara" and last name "Ferrer" clearly distinguishable.

Barbara Ferrer, PhD, MPH, MEd

Director

BF:jb

#07677

Enclosures

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

**COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC HEALTH
DIVISION OF HIV AND STD PROGRAMS - HIV PREVENTION AND STD PREVENTION SERVICES**

HEALTH EDUCATION/RISK REDUCTION PREVENTION SERVICES FUNDING SOURCE: CDC INTEGRATED HIV SURVEILLANCE PREVENTION PROGRAM (IHSP) FUNDS, NON-DRUG MEDICAL REALIGNMENT FUNDS AND HIV NET COUNTY COST (NCC) FUNDS					
Contractors		Contract Number	Annual Maximum Obligation 07/01/24 - 06/30/25	SPA Served	Supervisory District Served
1	Tarzana Treatment Centers, Inc.	PH-001047	\$ 129,600	1	5
2	Tarzana Treatment Centers, Inc.	PH-001062	\$ 180,000	2 through 8	1,2,3, & 4
Total			\$ 309,600		

SOLE SOURCE CHECKLIST

Department Name: Public Health

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New Sole Source Contract

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Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

10/01/2009 - Tarzana Treatment Centers, Inc. PH-001062

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
<input type="checkbox"/>	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an <i>"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."</i>
<input type="checkbox"/>	➤ Compliance with applicable statutory and/or regulatory provisions.
<input type="checkbox"/>	➤ Compliance with State and/or federal programmatic requirements.
<input type="checkbox"/>	➤ Services provided by other public or County-related entities.
<input type="checkbox"/>	➤ Services are needed to address an emergent or related time-sensitive need.
<input type="checkbox"/>	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
<input checked="" type="checkbox"/>	➤ 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.
<input type="checkbox"/>	➤ 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.
<input type="checkbox"/>	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
<input type="checkbox"/>	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
<input type="checkbox"/>	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time 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.

Erika Bonilla
Chief Executive Office

5/9/24
Date

SOLE SOURCE CHECKLIST

Department Name: Public Health

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New Sole Source Contract

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Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

10/01/2009 - Tarzana Treatment Centers, Inc. PH-001047

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
<input type="checkbox"/>	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an <i>"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."</i>
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Erika Bonilla

Chief Executive Office

5/9/24

Date