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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

31 December 3, 2024

December 03, 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 EXECUTE A NEW SOLE SOURCE CONTRACT WITH THE CHILD CARE ALLIANCE OF LOS ANGELES FOR THE WORKFORCE PATHWAYS LOS ANGELES PROGRAM (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Request approval to execute a new sole source contract with the Child Care Alliance of Los Angeles for the Workforce Pathways Los Angeles Program, effective upon date of execution through June 30, 2027.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and instruct the Director of the Department of Public Health (Public Health), or designee, to execute a new sole source contract, substantially similar to Exhibit I, with the Child Care Alliance of Los Angeles (CCALA) for the Workforce Pathways Los Angeles (WPLA) Program, effective upon date of execution through June 30, 2027, at a total maximum obligation not to exceed \$936,000, consisting of \$312,000 for the period of execution through June 30, 2025, \$312,000 for the period of July 1, 2025 through July 1, 2026, and \$312,000 for the period of July 1, 2026 through June 30, 2027; 100 percent funded by the California Department of Social Services (CDSS), Catalog Federal Domestic Assistance Number 93.575.

2. Delegate authority to the Director of Public Health, or designee, to execute amendments to the contract that: a) extend the term for up to two additional one-year periods through June 30, 2029 at amounts to be determined by the Director of Public Health, contingent upon the availability of funds and contractor performance; b) allow for a no-cost adjustment to the term through December 31, 2029 c) allow the rollover of unspent contract funds, if allowable by the grantor; and d) allow for

reallocation of funds between budgets; e) provide an increase or decrease in funding up to 10 percent above or below the annual base maximum obligation and make corresponding service adjustment, effective upon amendment execution, or at the beginning of the applicable funding period, f) update the scope of work, as necessary; and g) correct errors in the contract's terms and conditions, 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 contract that authorize modifications to the budget with any modifications to the scope of work, that are within the same scope of services, as necessary; and/or changes to hours of operation and/or service locations.

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

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will allow Public Health to execute a new sole source contract with CCALA to provide WPLA program services for Los Angeles County residents by supporting increased learning and healthy development of California's children (ages birth to 13) by increasing the number of qualified Early Learning and Care (ELC) professionals, and increasing the educational credentials, knowledge, and skills of existing ELC professionals across the County.

Approval of Recommendation 2 will allow Public Health to execute amendments to the contract to extend and/or adjust the term; rollover unspent funds; reallocate funds between budgets; increase or decrease funding up to 10 percent above or below the annual base maximum obligation and make corresponding service adjustment; and/or correct errors in the contract's terms and conditions, as necessary. This authority is being requested to enhance Public Health's efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

Approval of Recommendation 3 will allow Public Health to execute change notices to the contract that authorize modifications to the budget categories, and any corresponding modifications to the 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 contract with contractor who fails to perform and/or to fully comply with contractual requirements, and to terminate contract for convenience by providing a 30 calendar day advance written notice to the Contractor.

Implementation of Strategic Plan Goals

The recommended actions support North Star 1: Make Investments that transform lives Focus Area Goal B, Employment and Sustainable Wages of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The maximum obligation for this contract is \$312,000 annually for a total maximum obligation of

\$936,000, from date of execution through June 30, 2027, 100 percent funded by CDSS for WPLA.

There is no net County cost associated with this action.

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

This sole source contract with CCALA is required for OAECE to comply with required partnerships as listed in state programmatic guidelines. In 2020, QCC Workforce Pathways (QCC-WP) was established by the CDSS to support increased learning and healthy development of California's children by increasing the educational credentials, knowledge, and skills of existing early learning professionals across the state. QCC-WP is a part of every County's early care and education quality improvement consortium. According to the grant guidelines, each County must partner with the childcare Resource and Referral agencies, Alternative Payment agencies, California Early Care and Education (ECE) Workforce Registry, and institutions of higher education. CCALA serves as the anchor association of childcare Resource and Referral/Alternative Payment agencies, the administrator of the California ECE Workforce Registry, and the fiscal agent the LA County collaborative of institutions of higher education, also known as Partnerships in Education, Articulation, and Coordination in Higher Education (PEACH). CCALA, the California ECE Workforce Registry, and PEACH, are signatories of the Applicant Signature and Partnership Declaration for the Quality Counts California (QCC) Workforce Pathways and Quality Improvement Grant 2024-2027.

As required under Board Policy 5.100, Public Health notified your Board on Month XX, 2024, of its intent to negotiate a sole source contract with CCALA.

County Counsel has reviewed and approved Exhibit I as to form. Attachment A is the Sole Source Checklist signed by the CEO.

CONTRACTING PROCESS

Public Health is recommending this sole source contract with CCALA as the administrator of the California ECE Workforce Registry and fiscal agent for the PEACH. CCALA plays a role to manage statewide early education programs, making it essential for meeting the requirements of the QCC-WP and Quality Improvement Grant 2024-2027.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow Public Health to partner with CCALA to implement the WPLA Program and meet the grant requirements.

The Honorable Board of Supervisors

12/3/2024

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Respectfully submitted,

A handwritten signature in black ink that reads "Barbara Ferrer". The signature is written in a cursive, flowing style.

Barbara Ferrer, PhD, MPH, MEd

Director

Barbara Ferrer, Ph.D., M.P.H., M.Ed.

Director

BF:mz

#07897

Enclosures

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

SOLE SOURCE CHECKLIST

Department Name: _____

- New Sole Source Contract
- Sole Source Amendment to Existing Contract
Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
	➤ 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> ”
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ 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.
	➤ 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.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ 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

Date