



BRANDON T. NICHOLS  
Director

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**County of Los Angeles  
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

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Board of Supervisors

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May 06, 2025

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

Dear Supervisors:

**BOARD LETTER TO REQUEST APPROVAL OF A SOLE SOURCE CONTRACT EXTENSION  
WITH FOSTERING UNITY FOR CAREGIVER AND YOUTH SUPPORT SERVICES**

**(ALL SUPERVISORIAL DISTRICTS)(3 VOTES)**

**SUBJECT**

The Department of Children and Family Services (DCFS) seeks delegated authority to execute Amendment Two to extend the current Caregiver and Youth Support Services contract with Fostering UNITY for Contract Number 23-0069 effective June 1, 2025 through May 31, 2026, with two optional one-year extension periods through May 31, 2028, to initiate and complete a Request for Proposal (RFP) solicitation.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of DCFS, or designee, to execute Caregiver and Youth Support Services Contract Amendment Two, substantially similar to the attached amendment with Fostering UNITY, to extend the current contract effective June 1, 2025 through May 31, 2026, to initiate and complete a RFP solicitation.
2. Delegate authority to the Director of DCFS, or designee, to execute amendments to the Caregiver and Youth Support Services contract to meet program needs, provided that: (a) applicable Federal, State and County contracting regulations are observed; (b) sufficient funding is available; (c) County Counsel approval is obtained prior to execution of such amendment(s); and (d) the Director of DCFS notifies the Board and the Chief Executive Officer (CEO), in writing, within 10 business days of executing such amendment(s).
3. Delegate authority to the Director of DCFS, or designee, to execute amendments to increase or

decrease the Maximum Annual Contract Amount up to a total of 10 percent per year during the term of the Contract to accommodate any increase or decrease in service, provided that: (a) sufficient funding is available; (b) County Counsel approval is obtained prior to execution of such amendment(s); and (c) the Director of DCFS notifies the Board and the CEO, in writing, within 10 business days of executing such amendment(s).

4. Delegate authority to the Director of DCFS, or designee, to execute amendments in instances of acquisitions, mergers, or other changes in ownership, provided that: (a) County Counsel approval is obtained prior to execution of such amendment(s); and (b) the Director of DCFS notifies the Board and the CEO, in writing, within 10 business days of executing such amendment(s).

5. Delegate authority to the Director of DCFS, or designee, to terminate the contract for contractor's default, County's convenience, or contractor initiates termination for convenience, provided that: (a) County Counsel approval is obtained prior to termination of the agreement; and (b) the Director of DCFS notifies the Board and the CEO, in writing, within 10 business days of terminating the contract.

6. Delegate authority to the Director of DCFS, or designee, to extend the Caregiver and Youth Support Services contract for two years effective June 1, 2026 through May 31, 2028, if necessary, to complete the RFP solicitation process, provided that: (a) sufficient funding is available; (b) County Counsel approval is obtained prior to execution of such amendment(s); and (c) the Director of DCFS notifies the Board and the CEO, in writing, within 10 business days of executing such amendment(s).

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the Caregiver and Youth Support Services contract is to provide Los Angeles County DCFS a unique, multi-faceted support and retention model designed to provide relative and foster caregivers with mentoring services, continuing education, in-the-moment support, family strengthening for successful reunification and/or permanency, and improved outcomes for children and youth experiencing foster care. In addition, Fostering UNITY will provide real-time ongoing support as needed and will provide a 30-day, 60-day and 90-day follow up engagement to assess additional support needs.

Without extending the Caregiver and Youth Support Services contract, the County will not have sufficient services to strengthen connections, form positive relationships, increase reunification/promote permanency, increase caregiver retention and improve overall outcomes for children and youth in out-of-home care placements.

#### **Implementation of Strategic Plan Goals**

The recommended actions are consistent with the Countywide Strategic Plan Goal North Star 1, Make Investments That Transform Lives, Focus Area Goal D, Support Vulnerable Populations and North Star 2, Foster Vibrant and Resilient Communities, Focus Area Goal F, Community Connections.

#### **FISCAL IMPACT/FINANCING**

The Maximum Annual Contract Amount for this extension will be \$297,500 effective June 1, 2025 through May 31, 2026. This contract will be financed using 100 percent Flexible Family Supports (FFS) funds provided by Assembly Bill 179. Sufficient funding will be included in the Department's Fiscal Year 2025-2026 Budget Request. Additionally, alternative funding sources will be explored for

the two optional one-year extension periods effective June 1, 2026 through May 31, 2028, and will be included in the Department's future budget requests.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On January 1, 2023, the California Department of Social Services (CDSS) issued an All County Letter 23-02 for FFS funding and DCFS submitted a proposal to access the FFS funds. Subsequently, on April 7, 2023, DCFS received approval from the CDSS to utilize the funds to contract with Fostering UNITY. In addition, CDSS' Contracts Section approved the multi-year sole source contract.

On January 1, 2024, DCFS executed the Caregiver and Youth Support Services contract with Fostering UNITY to provide caregivers and foster youth with direct supports and services to establish connections, strengthen relationships and promote permanency. The current Caregiver and Youth Support Services contract with Fostering UNITY will expire on May 31, 2025.

On March 3, 2025, in accordance with Board Policy. 5.100, Sole Source Contract and Amendments, the Department notified the Board of its intent to request delegated authority to extend the term of the current contract beyond its original term pending solicitation of a replacement system and/or services.

The CEO and County Counsel have reviewed the Board Letter and Amendment Two has been approved as to form by County Counsel.

### **CONTRACTING PROCESS**

This is a sole source contract based on approval from the CDSS to utilize FFS funds to contract with Fostering UNITY.

The extension of the current contract with Fostering UNITY will provide sufficient time for DCFS to initiate and complete the RFP solicitation process.

### **CONTRACTOR PERFORMANCE**

Fostering UNITY provides quality services as specified in the contract deliverables. They are timely, they meet contract requirements and submit required reports. Fostering UNITY sufficiently met the terms as stated in the contract's specifications and their staff conduct themselves in a professional manner.

DCFS Program staff will continue to monitor the contractor's performance.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The Caregiver and Youth Support Services contract provides critical support to caregivers and foster youth, and if the contract is not extended, the County will not have sufficient services to strengthen connections, form positive relationships, increase reunification/promote permanency, increase caregiver retention and improve overall outcomes for children and youth in out-of-home care placements.

Fostering UNITY services will continue to support and enhance the following DCFS programs:

Placement Stability Team: Current DCFS program that aims to stabilize youth in placement.

Emphasizes relationship building and after hours support during behavioral and mental health crisis for difficult to place children/youth and high-risk behaviors.

Family Urgent Response System: Current DCFS program for current and former foster youth and their caregivers that aims at preventative placement disruption by preserving relationships and promoting stability.

Therapeutic Shelter Home Pilot: Current pilot program led by Optimist Boys' Home and Ranch dba Optimist Youth Homes & Family Services, which aims at eliminating congregate shelter care by utilizing skilled caregivers to provide DCFS youth shelter care in a small home setting. Fostering UNITY will enhance this program by providing caregivers and youth support and services during their stay at the shelter foster home.

## **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 this Board Letter and attachment to the Department of Children and Family Services.

Respectfully submitted,



BRANDON T. NICHOLS

Director

BRANDON T.  
NICHOLS  
DirectorBTN:JF:CMMRW:LTI:  
JS:asEnclosure

Enclosures

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

**COUNTY OF LOS ANGELES**  
**DEPARTMENT OF CHILDREN AND FAMILY SERVICES**



**AMENDMENT NUMBER TWO**

**TO**

**CAREGIVER AND YOUTH SUPPORT SERVICES**

**CONTRACT NUMBER 23-0069**

**WITH**

**FOSTERING UNITY**

**JUNE 2025**

**ASSISTANCE LISTING NUMBER (CFDA): N/A**

**COUNTY OF LOS ANGELES  
DEPARTMENT OF CHILDREN AND FAMILY SERVICES  
AMENDMENT NUMBER TWO TO CAREGIVER AND YOUTH SUPPORT SERVICES  
CONTRACT NUMBER 23-0069**

This Amendment made and entered into by and between the County of Los Angeles, hereinafter referred to as "County" and Fostering UNITY, hereinafter referred to as "Contractor." Fostering UNITY is located at 4649 Shannon View Road, Acton, CA 93510.

WHEREAS, The Caregiver and Youth Support Services Contract Number 23-0069 was made and entered into on January 1, 2024 by and between the County of Los Angeles and Fostering UNITY; and

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in Section 8.1 Changes and Amendments; and

NOW THEREFORE, County and Contractor agree to modify the Caregiver and Youth Support Services Contract as follows:

1. Section 4.0 TERM OF CONTRACT, Sub-sections 4.1.1 are added as follows:
  - 4.1.1 The contract term is extended, effective June 1, 2025 through May 31, 2026, with two optional one-year extension periods, to be exercised at the sole option of the County, through May 31, 2028, unless sooner terminated or extended, in whole or in part, as provided in this Contract.
2. Section 5.0, CONTRACT SUM, Sub-section 5.1, Total Contract Sum, Sub-sections 5.1.2 is updated as follows:
  - 5.1.2 The Total Contract Sum for this Contract is \$892,500.
3. Section 5.0, CONTRACT SUM, Sub-section 5.1.1.2, 5.1.1.3 and 5.1.1.4 are added as follows:
  - 5.1.1.2 The Maximum Annual Contract Amount, effective June 1, 2025 through May 31, 2026, is \$297,500 (Exhibit C-2).
  - 5.1.1.3 The Maximum Annual Contract Amount for the one-year optional extension period, effective June 1, 2026 through May 31, 2027, is \$297,500 (Exhibit C-2).
  - 5.1.1.4 The Maximum Annual Contract Amount for the one-year optional extension period, effective June 1, 2027 through May 31, 2028, is \$297,500 (Exhibit C-2).
4. Section 5.0, CONTRACT SUM, Sub-sections 5.1.6 and 5.1.7 are added as follows:

5.1.6 The Contract Sum under this contract will be the total monetary amount payable by County to Contractor for supplying all the tasks, deliverables, goods, services and other work specified under this Contract. Contractor will provide services at the rates identified in Exhibit B (Pricing Schedule) and any subsequent additions to Exhibit B (Pricing Schedule) via an Amendment, Change Notice, or Budget Modification.

5.1.7 The Department may increase the total contract amount by up to 10%, as approved by the Board. The County does not warranty or represent that all, or any portion, of the not-to-exceed contract amount will be authorized, allocated, or expended by the County; nor does the County warranty or represent that it will authorize the selection contractor(s) to perform any work or services of any monetary amount.

5. Table of Contents, Section 8.0 STANDARD TERMS AND CONDITIONS, Sub Section 8.13 Contractor's Acknowledgement of County's Commitment to the Safely Surrendered Baby Law, is deleted and replaced as follows:

8.13 Contractor's Acknowledgement and Notice to its Employees the Safely Surrendered Baby Law

6. Section 8.0, STANDARD TERMS AND CONDITIONS, Sub Section 8.13, Contractor's Acknowledgement of County's Commitment to Safely Surrendered Baby Law is deleted in its entirety and replaced as follows:

**8.13 Contractor's Acknowledgement and Notice to its Employees the Safely Surrendered Baby Law**

The Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. The Contractor must notify and provide to its employees, and will require each Subcontractor to notify and provide to its employees, a [Fact Sheet](#) regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and information on where and how to safely surrender a baby. Additionally, the Contractor understands that it is the County's policy to encourage all County Contractors to voluntarily post the County's "[Safely Surrendered Baby Law Poster](#)" (available in [English/Spanish/Chinese/Korean](#)) in a prominent position at the Contractor's place of business. The Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business.

The Contractor, and its Subcontractor(s), can access posters and other program material at [www.babysafela.org](http://www.babysafela.org).

7. Section 8.0, STANDARD TERMS AND CONDITIONS, Sub Section 8.33, Notice to Employees Regarding the Safely Surrendered Baby Law is revised as follows:

### **8.33 Intentionally Omitted**

8. Exhibits C-2, Line Item Budget and Budget Narrative is added as attached to this Amendment Two.
9. Exhibit N-2, Federal Award Notification is added as attached to this Amendment Two.
10. Exhibit T-1, Contribution and Agent Declaration Form is added as attached to this Amendment Two.

**ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN  
IN FULL FORCE AND EFFECT**



**COUNTY OF LOS ANGELES  
DEPARTMENT OF CHILDREN AND FAMILY SERVICES  
AMENDMENT NUMBER TWO TO CAREGIVER AND YOUTH SUPPORT SERVICES  
CONTRACT NUMBER 23-0069**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed on its behalf by the Director of the Department of Children and Family Services and the Contractor has caused this Amendment to be subscribed on its behalf by its duly authorized officer(s) as of the day, month and year first above written. The person(s) signing on behalf of the Contractor warrants under penalty of perjury that he or she is authorized to bind the Contractor in this Amendment. This Amendment may be executed in separate counterparts and may be delivered by electronic facsimile; each counterpart, when executed and delivered, shall constitute a duplicate original but all counterparts together shall constitute a single agreement.

COUNTY OF LOS ANGELES

CONTRACTOR

Fostering UNITY

By: \_\_\_\_\_  
BRANDON T. NICHOLS, DIRECTOR  
Department of Children and Family Services

By: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Tax Identification Number

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By: \_\_\_\_\_  
David Beaudet, Senior Deputy County Counsel

# SOLE SOURCE CHECKLIST

Department Name: Department of Children and Family Services (DCFS)

☐

New Sole Source Contract

☒

Sole Source Amendment to Existing Contract

Date Existing Contract First Approved:

January 1, 2024

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS</b> 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 30 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.

Michael J. Martinez Digitally signed by Michael J. Martinez  
Date: 2025.04.04 13:53:46 -07'00'

Chief Executive Office

Date

**Sole Source Justification**  
**Caregiver and Youth Support Services**  
**June 1, 2025 – May 31, 2026**

1. What is being requested?

The Department of Children and Family Services (DCFS) seeks delegated authority to extend the current Caregiver and Youth Support Services contract with Fostering UNITY for Contract Number 23-0069 effective June 1, 2025 through May 31, 2026, with two optional one-year extension periods effective June 1, 2026 through May 31, 2028, to initiate and complete a Request for Proposal (RFP) solicitation.

2. Why is the product needed – how will it be used?

Through Fostering UNITY's specialized programs and service delivery model, caregivers will continue to receive support and empowerment to meet the daily challenges of parenting. This will result in improved caregiver retention and placement stability outcomes. This extension will allow continued support for the FURS, PST and TSH DCFS programs. In addition, this extension will provide ample time for the completion of a RFP solicitation.

3. Is this brand of product the only one that meets the user's requirements?

No, the CDSS approved FFS and Home-Based Foster Care funding specifically to be used for the services provided by Fostering UNITY; and DCFS will contract with this vendor to provide Caregiver and Youth Support Services to caregivers facing daily challenges of parenting.

4. Have other products or vendor been considered?

No, the CDSS has approved FFS and Home-Based Foster Care funding specifically to be used for the services provided by Fostering UNITY. Fostering UNITY is an established agency that is ready to provide services within the time frame required to utilize the funding

5. Will purchase of this product avoid other costs?

No, this service will make improvements in caregiver retention and placement stability for foster youth, resulting in fewer congregate care costs, fewer resource expenditures due to multiple placement distributions and overall better outcomes for youth.

6. Is this product proprietary or available from other dealers?

No, this is not a proprietary product and available from other vendors. Fostering UNITY was selected as a vendor due to their proven track record and established caregiver and youth supportive services.

7. Reasonableness of price. Does County obtain a percentage discount or special discount not available to the private sector.

No, the County did not obtain a discount that is not available to the private sector. The vendor's budget is based on a collaboration of different program funding and grants.

8. What is the dollar value of the existing equipment?

There is no current equipment.