



BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

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

510 S. Vermont Avenue, Los Angeles, California 90020
(213) 351-5602



Board of Supervisors

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KATHRYN BARGER
Fifth District

May 13, 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:

**REQUEST TO APPROVE A SOLE SOURCE AMENDMENT TO THE EDUCATION SPECIALIST
SERVICES CONTRACT
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) requests the Board's approval to increase the funding above the Director of DCFS' delegated authority for the Education Specialist Services (ESS) Contract with the Los Angeles County Office of Education (LACOE).

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee, to execute an amendment, substantially similar to Attachment A, with LACOE for the provision of Education Specialist Services, to increase the budget by \$712,188 for the subsequent contract term from July 1, 2025 through June 30, 2026. The estimated Maximum Annual Contract Sum is \$3,344,693, financed by 100 percent State Realignment funds. Sufficient funding is included in the Fiscal Year 2025-2026 Budget Request.
2. Delegate authority to the Director of DCFS, or designee, to execute amendments to increase or decrease the Maximum Annual Contract Sum up to 10 percent, if such an amendment is necessary to meet a change in service demands and the necessary funding is available in the budget, provided that: a) approval from County Counsel is obtained prior to executing such amendment; and b) the Director of DCFS notifies the Board and the Chief Executive Office (CEO), in writing, within 10 business days after execution.
3. Delegate authority to the Director of DCFS, or designee, to execute amendments to the contract to make changes to the scope of work or the terms and conditions to meet program needs, provided that: a) prior County Counsel approval is obtained; and b) the Director of DCFS notifies the Board

and the CEO, in writing, within 10 business days after execution of such amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On June 27, 2023, the Board approved the current sole source ESS contract effective July 1, 2023 through June 30, 2024, with two additional one-year options to extend through June 30, 2026. The recommended actions will allow LACOE to supply the services of education experts to assist Children's Social Workers (CSWs), parents, caregivers, youth, Education Rights Holders, and authorized DCFS staff with navigating the educational system in Los Angeles County, and assist school staff with navigating the DCFS system. The budget increase is necessary to hire two additional Education Specialists to ensure full-time support without compromising assistance to other DCFS offices. The addition of these two Education Specialists would accommodate the full-time staff support at all DCFS offices. The Education Specialists are professional educators brought in to address the more challenging aspects of our youths' educational needs, such as disciplinary actions without due diligence (expulsions and suspensions), special education challenges, advocacy in Individual Education Program meetings, enrollment disputes and denials, right to remain in their school-of-origin, credit recovery, etc. The Education Specialists are knowledgeable in education laws and regulations specific to foster youth, of which many schools are unaware, due to the foster youth population typically being only one percent of a school's population. These services will ensure the educational needs and rights of youth under the supervision of DCFS, either voluntarily or by court jurisdiction, are addressed and that they receive and have access to academic assistance, educational resources, programs, services, and benefits.

Increasing school stability improves educational outcomes for youth in foster care and makes it more likely for children to develop long-term relationships with teachers or peers at a time that is crucial to have supportive permanent connections with adults for the benefit of the youth's mental health and well-being.

Implementation of Strategic Plan Goals

The recommended actions support the County's Strategic Plan, North Star One: Make investments that transform lives, Focus Area Goal D - Support Vulnerable Populations, Strategy ii, Child Safety and Family Well-being.

FISCAL IMPACT/FINANCING

The total contract sum will increase by \$712,188 to a new Maximum Annual Contract Sum of \$3,344,693, for the contract term ending June 30, 2026. The budget increase is necessary to ensure that the Education Specialists accommodate the full-time staff support at all DCFS offices. Sufficient funding will be included in the Fiscal Year 2025-26 Budget Request. Funding of the contract will be financed using 100 percent State Realignment funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Education Specialists Services contract supports school districts in their efforts to comply with the State's recently enacted Local Control Funding Formula (LCFF) to improve the educational outcomes of foster youth. The LCFF provides funding to school districts and holds them accountable for the progressive educational improvements of foster youth. In turn, the LCFF provides the Department an opportunity to support school districts in their efforts through the required Local Control Accountability Plans (LCAP) to be successful. The district LCAPs require goals related to the

education of foster youth, the actions the district will take to achieve these goals, and associated expenditures. The Education Specialists Services contract allows DCFS, in part, to partner with school districts to work together to support the educational success of each foster youth.

Board Policy 5.100, Sole Source Contracts and Amendments, and Board Policy 5.120 requires Board notification if a Department intends to negotiate a new sole source or increase Board approved contract amounts above ten percent. On April 29, 2025, DCFS notified the Board of its intent to increase the sole source ESS contract above the ten percent delegated authority.

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

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended action will enable DCFS to provide CSWs with additional Education Specialists to advocate to schools on behalf of DCFS children on all issues pertaining to education in all Supervisorial Districts.

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 attachment to the Department of Children and Family Services.

Respectfully submitted,



BRANDON T. NICHOLS

Director

BTN

Enclosures



AMENDMENT NUMBER TWO

CONTRACT NUMBER 21-0042

WITH

LOS ANGELES COUNTY OFFICE OF EDUCATION

FOR

EDUCATION SPECIALIST SERVICES

**AMENDMENT NUMBER TWO
EDUCATION SPECIALIST SERVICES
CONTRACT NUMBER 21-0042**

This Amendment Number Two (hereinafter referred to as "Amendment") to the Education Specialist Services Contract Number 21-0042, (hereinafter referred to as "Contract") is made and entered into at Los Angeles, California this ____ day of _____, 2025, by and between the County of Los Angeles (hereinafter referred to as "COUNTY") and Los Angeles County Office of Education, (hereinafter referred to as "Contractor").

WHEREAS, County and Contractor are parties to the Contract adopted by the Board of Supervisors on June 27, 2023, and Contractor has been providing the County services of education to assist Children's Social Workers, parents, caregivers, youth, Education Rights Holder and authorized DCFS staff, with the educational system in Los Angeles County and assist school staff with navigating the DCFS system; and

WHEREAS, Amendment Number One, executed June 4, 2024, extended the contract for one year and made certain changes to the contract requirements; and

WHEREAS, the purpose of this Amendment is to increase funding to the contract term for the final year of the contract.

NOW THEREFORE, in consideration of the foregoing and mutual consent herein contained, County and Contractor hereby agree to amend the Contract as follows:

1. Terms and Conditions, Section 5.0 Contract Sum, Subsection 5.1.1. is added as follows:

5.1.1 The Maximum Annual Contract Sum for the term of July 1, 2025, to June 30, 2026 is \$3,344,693. The Maximum Contract Sum for this contract, including the two additional one-year option extensions, is increased to \$8,609,703.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.

**AMENDMENT NUMBER TWO
EDUCATION SPECIALIST SERVICES
CONTRACT NUMBER 21-0042**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Two to be subscribed on its behalf by the Director of the Department of Children and Family Services and the Contractor has caused this Amendment Number Two 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 Contract. 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

Los Angeles County Office of Education

By: _____
Brandon T. Nichols, Director
Department of Children
and Family Services

By: _____ Date: _____

Name: _____

Title: _____

Tax Identification Number

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
Dawyn R. Harrison, County Counsel

By:  _____
David Beaudet, Senior Deputy County Counsel

SOLE SOURCE CHECKLIST

Department Name: Children and Family Services

☐

New Sole Source Contract

☒

Sole Source Amendment to Existing Contract

Date Existing Contract First Approved:

07/01/2023

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 checked="" 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 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.

Michael J. Martinez Digitally signed by Michael J. Martinez
Date: 2025.04.23 10:34:37 -07'00'

Chief Executive Office

Date

Sole Source Justification

1. What is being requested?

The Department of Children and Family Services (DCFS) requests the Board's approval to approve the Education Specialist Services (ESS) contract with The Los Angeles County Office of Education (LACOE) for supplying the services of education experts to assist Children's Social Workers, parents, caregivers, youth, Education Rights Holder, and authorized DCFS staff with navigating the educational system and working in partnership.

Total Cost:

The estimated Maximum Annual Contract Sum is \$3,344,693. Funding of the contract is financed using 100 percent State Realignment funds. Sufficient funding will be included in the Fiscal Year 2025-2026 Adopted Budget.

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

The recommended actions will allow LACOE to supply the services of education experts to assist Children's Social Workers, parents, caregivers, youth, Education Rights Holder, and authorized DCFS staff with navigating the educational system in Los Angeles County and to assist school staff with navigating DCFS. The Education Specialists are professional educators brought in to address the more challenging aspects of our youth's educational needs, such as disciplinary actions without due diligence (expulsions and suspensions), special education challenges, advocacy in Individualized Education Program meetings, enrollment disputes and denials, right to remain in their school-of-origin, credit recovery, etc. They know education law and code specific to foster youth, of which many schools are unaware, due to the foster youth population typically being only one percent of a school's population. These services ensure the educational needs and rights of youth under the supervision of DCFS, either voluntarily or by court jurisdiction, are addressed and that they receive and have access to academic assistance, educational resources, programs, services and benefits.

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

No. However the Department is not able to bring in a new vendor via the solicitation process at this stage. The Department has an opportunity to work collaboratively with another government entity to assist children with meeting their educational needs.

4. Have other products or vendor been considered?

No.

5. Will purchase of this product avoid other costs?

The ESS contract provides education experts to ensure the educational needs and rights of youth under the supervision of DCFS, either voluntarily or by court jurisdiction, are addressed and that they receive and have access to academic assistance, educational resources, programs, services and benefits.

6. Is this service available from other providers?

Yes. However, the Department is not able to bring on new vendors at this stage.

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

No

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

N/A

9. Is this service the only one that meets the user's requirements?

LACOE is a quasi-government entity that has a long-term history in the educational field. The Department is not able to bring on new vendors at this stage and is heavily relying on LACOE for fulfilling these services.



BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES


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Fifth District

April 9, 2025

To: Supervisor Kathryn Barger, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Lindsey P. Horvath
Supervisor Janice Hahn

From:  Brandon T. Nichols
Director

**NOTIFICATION OF INTENT TO REQUEST DELEGATED AUTHORITY TO APPROVE
AN INCREASE EXCEEDING 10 PERCENT OF THE MAXIMUM ANNUAL CONTRACT
AMOUNT**

This is to notify the Board that the Department of Children and Family Services (DCFS) intends to request the Board's delegated authority to increase the funding amount above 10 percent of the current Maximum Annual Contract amount for the Education Specialist Services Contract with the Los Angeles County Office of Education effective July 1, 2025. This notice is issued in compliance with Board Policy 5.100, *Sole Source Contracts and Amendments* and Board Policy 5.120, *Authority to Approve Increases to Board Approved Contract Amounts*, which requires departments to provide advanced written notice and justification to the Board of Supervisors when increasing the maximum amount of the current contract(s).

Additional funding is necessary to hire two Education Specialists to ensure full-time support without compromising assistance to other DCFS offices. The addition of these two Education Specialists would accommodate the full-time staff support at all DCFS offices. The Education Specialists are professional educators brought in to address the more challenging aspects of our youths' educational needs, such as disciplinary actions without due diligence (expulsions and suspensions), special education challenges, advocacy in Individual Education Program meetings, enrollment disputes and denials, right to remain in their school-of-origin, credit recovery, etc.

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"To Enrich Lives Through Effective and Caring Service"

foster youth. In turn, the LCFF provides the Department an opportunity to support school districts in their efforts through the required Local Control Accountability Plans (LCAP) to be successful. The district LCAPs require goals related to the education of foster youth, the actions the district will take to achieve these goals, and associated expenditures. The Education Specialists Services contract allows DCFS, in part, to partner with school districts to work together to support the educational success of each foster youth.

The total contract sum will increase by \$712,188 for a new Maximum Contract Sum of \$3,344,693 for the contract term ending June 30, 2026. The budget increase is necessary to ensure that the Education Specialists accommodate the full-time staff support at all DCFS offices. Sufficient funding will be included in the Fiscal Year 2025-2026 Budget Request. Funding for the contract will be financed using 100 percent State Realignment funds.

If you have any questions or need additional information, you may call me or your staff may contact Aldo Marin, Board Liaison, at (213) 371-6052.

BTN:JF:CMM:RW

LTI:SS:TN:ec

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