



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

HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

LINDSEY P. HORVATH
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

June 10, 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 SOLE SOURCE AMENDMENTS TO EXTEND THE TRANSITIONAL
HOUSING PROGRAM-PLUS CONTRACTS
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) and the Probation Department (Probation) request the Board's approval of sole source amendments to extend 15 Transitional Housing Program-Plus (THP-Plus) contracts for one year effective July 1, 2025 through June 30, 2026, to complete the Request for Proposals (RFP) solicitation and selection process.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS and the Chief Probation Officer, or their designee, to execute 15 THP-Plus contract amendments substantially similar to Attachment I, with eight THP-Plus providers listed in Attachment II, effective July 1, 2025 through June 30, 2026. The total projected cost for the one-year extension will be \$8,542,800, financed using 100 percent State THP funds.
2. Delegate authority to the Director of DCFS and the Chief Probation Officer, or their designee, to execute THP-Plus contract amendments in the event there is a change in the THP-Plus rate of reimbursement, provided that: (a) County Counsel approval is obtained prior to the execution of the contract amendments; and (b) DCFS notifies the Board and the Chief Executive Office (CEO), in writing, within ten business days of execution.
3. Delegate authority to the Director of DCFS and the Chief Probation Officer, or their designee, to execute THP-Plus amendments to increase or decrease the Maximum Annual Contract Sum by no more than ten percent to accommodate an increase or decrease in the number of THP-Plus

participants to be served, provided that: (a) funding is available; (b) County Counsel approval is obtained prior to the execution of the contract amendments; and (c) DCFS notifies the Board and the CEO, in writing, within ten business days of execution.

4. Delegate authority to the Director of DCFS and the Chief Probation Officer, or their designee, to execute THP-Plus contract amendments to incorporate changes as mandated by Federal, State, or Municipal laws, regulations, or court orders, provided that: (a) funding is available; (b) County Counsel approval is obtained prior to the execution of the contract amendments; and (c) DCFS notifies the Board and the CEO, in writing, within ten business days of execution.

5. Delegate authority to the Director of DCFS and the Chief Probation Officer, or their designee, to execute THP-Plus contract amendments to increase the Maximum Contract Sum to reallocate funding in the event another contract is terminated for convenience or contractor's default, provided that: (a) funding is available; (b) County Counsel approval is obtained prior to the execution of the contract amendments; and (c) DCFS notifies the Board and the CEO, in writing, within ten business days of execution.

6. Delegate authority to the Director of DCFS and the Chief Probation Officer, or their designee, to prepare and execute amendments to the THP-Plus contracts for changes affecting the scope of work or to any of the terms and conditions included under this contract, provided that: (a) amendments are consistent with applicable Federal, State and County requirements; (b) County Counsel approval is obtained prior to executing the amendments; and (c) DCFS notifies the Board and CEO, in writing, within ten business days of executing such amendments.

7. Delegate authority to the Director of DCFS and the Chief Probation Officer, or their designee, to terminate a contract for contractor default or for convenience of the County, provided that: (a) County Counsel approval is obtained prior to termination of the contract; and (b) DCFS notifies the Board and the CEO, in writing, within ten business days of termination of the contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The current 15 THP-Plus contracts will expire on June 30, 2025. The extension amendments are needed to ensure that THP-Plus services continue while DCFS completes the RFP solicitation process for new contracts. The recommended actions will enable Los Angeles County (County) to continue an existing program designed to assist emancipated youth with or without children as they move from dependency to self-sufficiency by providing housing and supportive services. THP-Plus is a housing placement opportunity for emancipated foster (DCFS/Probation) youth, ages 18-25, who exited foster care at age 18 or older and are at-risk of homelessness. The eligibility of youth was extended to age 25 and up to 36 cumulative months.

DCFS and Probation jointly manage the THP-Plus program. The purpose of the program is to provide selected independent living opportunities and supportive services throughout the County for eligible THP-Plus participants to practice life skills in a safe environment through supervised housing and supportive services.

The recommended actions will enable the County to continue providing independent living opportunities and supportive services to former foster/Probation youth. Without the approval of the recommended actions, many at-risk youth will not receive the supervised housing and supportive services they need to practice life skills in a safe environment.

On July 25, 2024, DCFS released the RFP to solicit new THP-Plus contracts. All responsive and qualified proposals received are undergoing the evaluation process. The recommended actions will prevent any lapse in services while the solicitation is being completed.

Implementation of Strategic Plan Goals

The recommended action is consistent with the principles of Strategic Plan, North Star I – Make Investments that Transform Lives; Focus Area Goals A. Healthy Individuals and Families, C. Housing and Homelessness, and D. Support Vulnerable Populations.

FISCAL IMPACT/FINANCING

The total projected cost of the one-year extension effective July 1, 2025 through June 30, 2026, will be \$8,542,800, financed using 100 percent State THP funding. Funds are disbursed on a per-client basis, with limitations set on the number of clients rather than the establishment of an annual maximum contract amount for each contractor. The fixed monthly cost/rate for each THP-Plus participant is \$3,000 for single young adults and \$3,300 for parenting young adults. The program participants range in age from 18 to 25 years old and the maximum program duration is 36 months. Funding is included in the Fiscal Year 2025-2026 Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Approval of these recommendations will enable DCFS and Probation to continue providing THP-Plus services until the RFP process is completed.

On February 12, 2025, DCFS requested approval from the California Department of Social Services (CDSS) to extend the THP-Plus contracts for an additional year until the RFP can be completed.

CDSS approved the extension on March 11, 2025.

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

Board Policy 5.100, Sole Source Contracts and Amendments, requires that the Board be notified if a department intends to extend the term of the current contract beyond its original term pending solicitation of a replacement system and/or services. DCFS submitted the Notice of Intent to the Board on April 14, 2025.

The Sole Source Checklist has been approved by the CEO.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The extension of the 15 THP-Plus contracts will ensure uninterrupted THP-Plus services to youth at risk for homelessness and will help ensure the County's ability to provide supervised housing and supportive services.

The contracts will not infringe upon the role of the County in relationship to its residents, and the County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.

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 attachments to the Department of Children and Family Services.

Respectfully submitted,



BRANDON T. NICHOLS

Director



GUILLERMO VIERA ROSA

Chief Probation Officer

BTN:JF:CMM:RWLTI:SS:kw

Enclosures

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



AMENDMENT NUMBER XX

**TRANSITIONAL HOUSING PROGRAM-PLUS (THP-PLUS)
SPA X**

CONTRACT NUMBER 17-001-XX

WITH

(Contractor)

AMENDMENT NUMBER XX
TRANSITIONAL HOUSING PROGRAM-PLUS (THP-PLUS)
CONTRACT NUMBER 17-001-XX

This Amendment Number XX (hereinafter referred to as "Amendment") to the Transitional Housing Program-Plus (THP-Plus) Contract Number 17-001-XX, (hereinafter referred to as "Contract") is made and entered into at Los Angeles, California this 1st day of July, 2025, by and between the County of Los Angeles (hereinafter referred to as "COUNTY") and XXX, (hereinafter referred to as "CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR are parties to this Contract, and CONTRACTOR has been providing THP-Plus Services to the County since July 1, 2020; and

WHEREAS, the purpose of this Amendment is to extend the Contract for an additional year from July 1, 2025 through June 30, 2026; and

WHEREAS, this amendment is prepared and executed by COUNTY and CONTRACTOR as set forth in the Contract, Part II, Standard Terms and Conditions, Section 7.0, Changes and Amendments;

NOW THEREFORE, COUNTY and CONTRACTOR mutually agree to the following changes to the Contract to be effective July 1st, 2025, or date of execution, whichever is later:

1. Part I: Unique Terms and Conditions, Section 3.0 – Term, Subsection 3.5.3 is added and reads as follows:

3.5.3 The term of this Contract is July 1, 2025 through June 30, 2026, unless terminated sooner or extended, in whole or in part, as provided in this Contract.
2. Part I: Unique Terms and Conditions, Section 4.0 – Contract Sum, Subsection 4.2.6 is added and reads as follows:

4.2.6 Effective the date of execution of Amendment Number XX, COUNTY shall compensate CONTRACTOR for the services set forth in Exhibit A, Statement of Work, and at the rate of compensation set forth in Exhibit B-1__.
3. Part I: Unique Terms and Conditions, Section 4.0 – Contract Sum, Subsection 4.3.6 is added and reads as follows:

4.3.6 CONTRACTOR shall not exceed the maximum capacity of XX THP-Plus Participants per month (based on full-month placement), effective the date of execution of Amendment Number XX.

4. Part I: Unique Terms and Conditions, Section 5.0 – _____, Subsection 5.11.4 is amended and reads as follows:

5.11.4 Sexual Misconduct Liability: Insurance covering actual or alleged claims for sexual misconduct and/or molestation with limits of not less than \$1 million per claim and \$1 million aggregate, and claims for negligent employment, investigation, supervision, training or retention of, or failure to report to proper authorities, a person(s) who committed any act of abuse, molestation, harassment, mistreatment or maltreatment of a sexual nature.

5. Part II: Standard Terms and Conditions, Section X.XX - Campaign Contribution Prohibition Following Final Decision in Contract Proceeding, is added and reads as follows:

X.XX Campaign Contribution Prohibition Following Final Decision in Contract Proceeding:

Pursuant to [Government Code Section 84308](#), Contractor and its Subcontractors, are prohibited from making a contribution of more than \$250 to a County officer for twelve (12) months after the date of the final decision in the proceeding involving this Contract. Failure to comply with the provisions of [Government Code Section 84308](#) and of this paragraph, may be a material breach of this Contract as determined in the sole discretion of the County.

6. Exhibit B-1__: Pricing Schedule, as attached hereto, is incorporated into the contract for the period of July 1, 2025 through June 30, 2026.
7. Exhibits, Exhibit B-2__, Line Item Budget and Narrative, as attached hereto, is added as part of Exhibit B-2 – Line Item Budget and Narrative for the period of July 1, 2025 through June 30, 2026.

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

AMENDMENT NUMBER XX
TRANSITIONAL HOUSING PROGRAM-PLUS (THP-PLUS)
CONTRACT NUMBER 17-001-XX

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 Chief Probation Officer 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 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

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

By: _____
Name: _____
Title: _____

By: _____
Guillermo Viera Rosa,
Chief Probation Officer,
Probation Department

By: _____
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

**TRANSITIONAL HOUSING PROGRAM-PLUS (THP-Plus)
AMENDMENT NUMBER XX PRICING SCHEDULE**

CONTRACTOR hereby agrees to perform the services, the scope of which is set forth in the above-identified contract for the County of Los Angeles, under all of the terms and conditions specified in the Statement of Work, Exhibits, Performance Requirements Summary, Attachments and Contract.

Prices include all applicable charges and costs associated with receipt, delivery, confirmation, and any other costs necessary in the performance of all tasks outlined in the Statement of Work, Exhibits, Attachments, and Contract.

TRANSITIONAL HOUSING PROGRAM FOR EMANCIPATED FOSTER/PROBATION YOUTH (THP- Plus)	Pro Rata Payment Per Unit of Service
CONTRACTOR shall not exceed the maximum capacity of XX THP-Plus participants per month at this rate.	\$3,000.00 per month per THP-Plus participant.
CONTRACTOR shall not exceed the maximum capacity of XX THP-Plus participants per month at this rate.	\$3,300.00 per month per parenting THP-Plus participant.

Authorized Signature

Print Name and Title

Date

PLACEHOLDER FOR AGENCY'S
NEW LINE ITEM BUDGET AND NARRATIVE

THP-PLUS CONTRACTORS

BY SERVICE PLANNING AREA (SPA)

2025

SPA	CONTRACT NO.	AGENCY
1	17-001-01	Walden Family Services
2	17-001-02	Walden Family Services
2	17-001-03	Hathaway-Sycamores Child and Family Services
3	17-001-04	David & Margaret Home, Inc.
3	17-001-05	Florence Crittenton Services of Orange County, Inc. dba Crittenton
4	17-001-06	First Place for Youth
4	17-001-07	St. Anne's Family Services
5	17-001-08	First Place for Youth
6	17-001-09	First Place for Youth
6	17-001-10	Wellnest, Emotional Health and Wellness
6	17-001-21	Florence Crittenton Services of Orange County, Inc. dba Crittenton
7	17-001-11	United Friends of the Children
7	17-001-12	Florence Crittenton Services of Orange County, Inc. dba Crittenton
8	17-001-13	United Friends of the Children
8	17-001-14	Florence Crittenton Services of Orange County, Inc.

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.

Chief Executive Office

Date

Sole Source Justification

Transitional Housing Program - Plus

- 1. What is being requested?** To extend the current Transitional Housing Program Plus contracts for an additional year effective 1/1/24. This additional time is needed to complete an RFP solicitation/selection process, and to ensure that there is no break in service.
- 2. Total Cost: Why is the service needed – how will it be used?** The total cost for year extension will be \$8,542,800. This will pay the providers the monthly rate of \$3,000 for single and \$3,300 for parenting young people for the year. Services include housing, funds for food/personal items, and case management services.
- 3. Is this brand of product the only product the only one that meets the user's requirements?**

N/A

- 4. Have other products or vendor been considered?**

Yes. A Request for Proposals (RFP) is being prepared for release.

- 5. Will purchase of this product avoid other costs?** Yes. If there is a break in service, housing and support services would need to be secured for over 180 former foster youth and their children.

- 6. Is this service available from other providers?**

Yes, there are other providers who may provide the services. It is anticipated that these providers may respond to the RFP when it is released.

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

N/A

- 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?**

The goal of the THP-Plus program is to assist young people exiting the foster care system in becoming self-sufficient. The THP-Plus contracts pay for transitional housing services for former foster and probation youth who are homeless or at risk of homelessness. The program provides services that include but are not limited to comprehensive assessment, case management, independent living skills training, job readiness preparation, and housing placement service. These services will assist the youth in locating stable housing when they transition out of the program.