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**BOARD OF SUPERVISORS**

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June 16, 2026

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:

**APPROVAL TO EXECUTE A SOLE SOURCE AMENDMENT TO A NON-FINANCIAL SERVICE CONTRACT WITH THE CHILD DEVELOPMENT CONSORTIUM LOS ANGELES TO EXTEND THE TERM THROUGH JUNE 30, 2027 (THIRD SUPERVISORIAL DISTRICT) (3 VOTES)**

**SUBJECT**

Request approval to execute a sole source amendment to a non-financial contract with the Child Development Consortium Los Angeles to extend the term, effective July 1, 2026, through June 30, 2027, to operate the Van Nuys Early Education Center.

**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 sole source amendment, substantially similar to Exhibit I, to Contract Number PH-004644 with Child Development Consortium Los Angeles (CDCLA) to continue to operate the Van Nuys Early Education Center (Center), effective July 1, 2026, through June 30, 2027.
2. Delegate authority to the Director of Public Health, or designee, to execute amendments that: a) extend the term through June 30, 2028; b) update the statement of work and/or scope of work, as necessary; c) update the fees and pricing schedule and Child Care Centers Ratio as necessary; and d) 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 immediately suspend or terminate the contract upon issuing a written notice to the contractor if the contractor fails to fully

comply with contractual requirements; and to terminate the contract for convenience by providing a 30-calendar day advance written notice to the contractor, subject to review and approval by County Counsel.

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

The Center is a County-owned facility that has operated since 2006, providing full-day early care and education services to County and Superior Court (Court) employees and community residents in the San Fernando Valley. CDCLA is responsible for providing high-quality, affordable child development services to County and Court employees located in and near the Van Nuys Civic Center, as well as to community residents.

County and Court employees currently comprise approximately 31 percent of the Center's enrollment, which has a maximum capacity of 94 children and has consistently remained at or near full capacity. County and Court employees are given priority placement as vacancies arise.

CDCLA operates the Center under a non-financial contract. Operating costs are funded through parent fees collected and managed by CDCLA. The County provides the facility rent-free, while facility maintenance and certain operating costs are supported by the following sponsoring County Departments: Children and Family Services, District Attorney, Office of the Public Defender, Probation, Public Health, Public Social Services, and the Superior Court of California. CDCLA must obtain and leverage contracts, grants, and/or subsidies, and is expected to pass any resulting cost savings on to families in the form of reduced fees. Since July 2020, Public Health, Office for the Advancement of Early Care and Education, has served as the contract administrator and leads the County's oversight of the Center.

CDCLA is responsible for securing all necessary licenses; providing high-quality child development services, demonstrated through participation in and maintenance of a California State Preschool Program – Quality Start Los Angeles rating of four or higher or earning, and accreditation from the National Association for the Education of Young Children; providing hot meal service; collecting parent fees; maintaining telephone service at the facility; and collaborating effectively with parents, the County, and the sponsoring County departments' Advisory Panel.

Approval of Recommendation 1 will allow Public Health to execute a sole source amendment to extend the term of CDCLA's contract to allow CDCLA to continue as the Center operator and provide needed child care services while Public Health conducts a solicitation for a new operator.

Approval of Recommendation 2 will allow Public Health to execute amendments that extend the term through June 30, 2028; update the statement of work and/or scope of work; fees and pricing schedule; and Child Care Centers Ratio; as necessary; and/or correct errors or omissions in the contract's terms and conditions.

Approval of Recommendation 3 will allow Public Health to immediately suspend or terminate the contract if the contractor fails to perform and/or fully comply with contract requirements, to terminate the contract for convenience by providing 30-calendar days' advance written termination notice to the contractor.

## **Implementation of Strategic Plan Goals**

The recommended action supports North Star 2, Foster vibrant and resilient communities, Goal 2E: Economic Health, and 2F: Community Connections.

### **FISCAL IMPACT/FINANCING**

The contract is a non-financial agreement. Staffing and programmatic costs of the Center are supported by parent fees that are collected by CDCLA. The Center's annual operating costs are estimated at approximately \$1.4 million.

The Center's annual utility, janitorial, and facility maintenance costs total approximately \$42,000 and are funded through a Memorandum of Understanding (MOU) among sponsoring County departments and the Court. Under this MOU, five sponsoring County Departments each contribute \$19,000 annually, for a total of \$95,000, toward maintenance-related costs. Public Health contributes \$34,000 to fully fund the Service Level Agreement with County Internal Services Department. Public Health, as the assigned sponsor department provides financial administrative oversight of these funds. Unused funds from the departmental contributions are held in reserve to meet future projected increases in maintenance, utility, and janitorial costs and unexpected facility needs such as facility improvements or extraordinary maintenance expenses.

There is no net County cost associated with this action.

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

The Center began serving children in January 2006. In June 2009, the CEO was informed the original operator would not be renewing its contract and would cease operating the program on August 31, 2009. An abbreviated search for an alternative operator was conducted by the County to avoid a break in service to participating families. Around the Korner was identified in a sole source search and awarded a one-year agreement by the Board on September 22, 2009.

A Request for Proposals (RFP) was conducted in 2010 and Around the Korner was awarded the Center contract in 2011, as the only vendor to submit a proposal for operation of the Center. In 2018, CDCLA began operating the Center as an interim operator after Around the Korner abruptly terminated their contract. The County conducted a competitive RFP process in 2020 and CDCLA was selected as the official operator.

For several years, your Board has approved extensions to the contract with CDCLA for the provision of services at the Center. CDCLA currently operates ten employer-sponsored child care centers across Los Angeles County and has consistently demonstrated the ability to deliver high-quality child care services. The current contract is scheduled to expire on June 30, 2026, and a solicitation process is required to select an operator for the Center.

As required by Board Policy 5.100, your Board was notified on March 5, 2026, of Public Health's intent to extend the term of a non-financial contract with CDCLA for the operation of the Center.

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

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

This extension is necessary to ensure continuity of services while a solicitation for a new Center operator is conducted. CDCLA's ongoing operation of the Center will allow for uninterrupted service delivery and continuity in the level and quality of services provided.

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

BF:cv  
#08610

Enclosures

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



**COUNTY OF LOS ANGELES BOARD OF SUPERVISORS POLICY 5.100  
SOLE SOURCE CHECKLIST**

Department Name: Public Health

- New Sole Source Contract CDCLA Van Nuys Contract #PH-004644
- New Sole Source Contract for Replacement of Existing Services, or Amendments for Extension of Contracts for Existing Services
- Date Existing Contract First Approved: 5/26/2020

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS TO EXTEND CONTRACTS</b>
	<b>Identify applicable justification and provide documentation for each checked item.</b>
	➤ Only one single source for the service exists.
	➤ 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 services and/or support services agreements are required on equipment and/or software, which must be serviced by the original manufacturer, software provider, or an authorized service representative.
	➤ 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.

Approved by:

*Ray Young* for Erika Bonilla

Chief Executive Office

4/27/2026

Date

Contract No. PH-004644

**COUNTY OF LOS ANGELES – DEPARTMENT OF PUBLIC HEALTH  
PROVISION OF VAN NUYS CIVIC CENTER CHILD  
DEVELOPMENT CENTER SERVICES**

**Amendment 3**

THIS AMENDMENT is made and entered into on \_\_\_\_\_,

by and between

COUNTY OF LOS ANGELES  
(hereafter "County"),

and

CHILD DEVELOPMENT CONSORTIUM  
LOS ANGELES (hereafter "Contractor").

WHEREAS, reference is made to the document entitled "CONTRACT BETWEEN COUNTY OF LOS ANGELES AND CHILD DEVELOPMENT CONSORTIUM LOS ANGELES FOR THE PROVISION OF VAN NUYS CIVIC CENTER CHILD DEVELOPMENT CENTER SERVICES," dated May 26, 2020, further identified as Contract No. PH-004644, and any Amendments thereto (all hereafter "Contract"); and

WHEREAS, on May 26, 2020, the County Board of Supervisors delegated authority to the Director of Public Health (hereafter "Public Health"), or designee, execute amendments to the Contract; and

WHEREAS, it is the intent of the parties hereto to amend the Contract to extend the term through June 30, 2027, increase the contract maximum obligation, and make other hereafter designated changes; and

WHEREAS, said Contract provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties; and

WHEREAS, Contractor warrants that it continues to possess the competence, expertise, and personnel necessary to provide services consistent with the requirements of this Contract and consistent with the professional standard of care for these services.

NOW, THEREFORE, the parties hereto agree to the following:

1. This Amendment is hereby incorporated into the original Contract, and all of its terms and conditions, including capitalized terms defined therein, shall be given full force and effect as it fully set forth herein.

2. This Amendment is effective upon execution, for the period of May 26, 2020, through June 30, 2027.

3. Paragraph 4, Term of Contract, subparagraph 4.1 is deleted in its entirety and replaced to read as follows:

“4.1 The term of this Contract is effective May 26, 2020, and will continue in full force and effect through June 30, 2027, unless sooner terminated or extended, in whole or in part, as provided in this Contract.”

4. Paragraph 5, Contract Sum, subparagraphs 5.1.1, is deleted in its entirety and replaced to read as follows:

“5.1.1 The County agrees to reimburse Contractor up to a maximum of \$75,000 annually for the maintenance, utilities, and janitorial costs to ensure the facility is clear, safe, secure, and comfortable.”

5. Paragraph 7.6, Confidentiality, Subparagraph 7.6.1, is deleted in its entirety and replaced as follows:

“7.6.1 Contractor must maintain the confidentiality of all records and information in accordance with all applicable federal, State, and local laws, rules, regulations, ordinances, directives, guidelines, policies, and procedures relating to confidentiality, including, without limitation, County policies concerning information technology security and the protection of confidential records and information. In the event of a breach, suspected breach, or unlawful use or disclosure of confidential records, Contractor must immediately, no later than 24 hours after discovery, notify the County’s Project Manager.”

6. Paragraph 8.11, **Consideration of Hiring GAIN/GROW Participants**, is deleted in its entirety and replaced as follows:

**“8.11 Consideration of Hiring GAIN/START Participants**

8.11.1 Should Contractor require additional or replacement personnel after the effective date of this Contract, Contractor will give consideration for any such employment openings to participants in the County’s Department of Public Social Services Greater

Avenues for Independence (GAIN) Program or Skills and Training to Achieve Readiness for Tomorrow (START) Program who meet Contractor's minimum qualifications for the open position(s). For this purpose, consideration means that Contractor will interview qualified candidates. The County will refer GAIN/START participants by job category to Contractor. Contractor must report all job openings with job requirements to: [gainstart@dpss.lacounty.gov](mailto:gainstart@dpss.lacounty.gov) and [bseervices@opportunity.lacounty.gov](mailto:bseervices@opportunity.lacounty.gov) and DPSS will refer qualified GAIN/START job candidates.

8.11.2 In the event that both laid-off County employees and GAIN/START participants are available for hiring, County employees must be given first priority."

7. Paragraph 8.38, Record Retention and Inspection-Audit Settlement, is deleted in its entirety and replaced as follows:

**"8.38 Record Retention and Audits**

8.38.1 Service Records: Contractor must maintain all service records related to this Contract for a minimum period of seven years following the expiration or prior termination of this Contract. Contractor must provide upon request by County, accurate and complete records of its activities and operations as they relate to the provision of services hereunder. Records must be accessible as detailed in the subsequent Subparagraph(s).

8.38.2 Financial Records: Contractor must prepare and maintain on a current basis, complete financial records in accordance with generally accepted accounting principles; written guidelines, standards, and procedures which may from time to time be promulgated by Director; and requirements set forth in the Los Angeles County Auditor-Controller's Contract Accounting and Administration Handbook. The handbook is available on the internet at: [AC Contract Accounting and Administration Handbook - Revised July 2025](#)"

8. Paragraph 8.61, Campaign Contribution Prohibition Following Final Decision in Contract Proceeding, is added as follows:

**"8.61 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 \$500 to a County officer for 12 months after the date of the final decision in the proceeding involving this Contract, including any amendments to 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.”

9. Except for the changes set forth hereinabove, all other terms and conditions of the Contract remain the same.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Director of Public Health, or designee, and Contractor has caused this Amendment to be executed in its behalf by its duly authorized officer, the month, day, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Barbara Ferrer, Ph.D., M.P.H., M.Ed.  
Director

CHILD DEVELOPMENT CONSORTIUM LOS ANGELES

\_\_\_\_\_  
Contractor

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Title \_\_\_\_\_

APPROVED AS TO FORM  
BY THE OFFICE OF THE COUNTY COUNSEL  
DAWYN R. HARRISON  
County Counsel

APPROVED AS TO CONTRACT  
ADMINISTRATION:

Department of Public Health

By \_\_\_\_\_  
Contracts and Grants Division Management

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