



BRANDON T. NICHOLS  
Director

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## 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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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:

### **REQUEST TO APPROVE SOLE SOURCE AMENDMENTS TO EXTEND THE RELATIVE SUPPORT SERVICES CONTRACTS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

#### **SUBJECT**

The Department of Children and Family Services (DCFS) requests approval of sole source amendments to extend eight (8) Relative Support Services (RSS) contracts with eight (8) providers to extend the contracts for six months, effective July 1, 2026 through December 31, 2026, to allow sufficient time to complete the Request for Proposals (RFP) process.

#### **IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of DCFS, or designee, to execute amendments in substantially similar form to Attachment A, with the eight (8) RSS providers. The amendments will extend the contracts for six months, effective July 1, 2026 through December 31, 2026. The cost to extend these contracts for six months will not exceed \$2,078,000, financed using 25 percent Title IV-E federal funds and 75 percent local funds. Sufficient funding will be included in the Fiscal Year 2026-2027 Recommended Budget.
2. Delegate authority to the Director of DCFS, or designee, to execute RSS contract amendments to increase or decrease the Maximum Annual Contract Sum by no more than 10 percent to accommodate an increase or decrease in the number of RSS 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) the Director of DCFS notifies the Board and the Chief Executive Officer (CEO), in writing, within ten (10) business days of execution of the amendments.
3. Delegate authority to the Director of DCFS, or designee, to execute RSS 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) the Director of DCFS notifies the Board and the CEO, in writing, within ten (10) business days of execution of the amendments.

4. 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 granted and (b) the Director of DCFS, or designee, notifies the Board and the CEO in writing within ten (10) business days after execution of such amendment.

5. Delegate authority to the Director of DCFS, or designee, to terminate RSS contracts in accordance with the termination provisions, including Termination for Convenience, provided that: a) County Counsel approval is obtained prior to exercising such termination and b) the Director of DCFS notifies the Board and CEO, in writing, within ten (10) business days of termination.

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

RSS/Kinship Support is an evidence-based practice known to increase placement stabilization and decrease timelines to permanency for youth in Kin Care. The RSS contracts provide relatives and caregivers with advocacy and assistance in securing vital support and funding resources, social and educational activities, coordinating events for caregivers and children; offering support groups, mentoring, and tutoring for youth, transportation services, and emergency assistance.

The RSS contract with Foothill Family in Service Planning Area (SPA) 3 will sunset effective June 30, 2026, and will not be renewed as per the contractor's request. The funding for Foothill Family will be reallocated to Spiritt Family Centers, current RSS contractor, to provide the service in SPA 3. The recommended action will help to ensure that services in SPA 3 continue at the current level.

The RSS contracts will expire on June 30, 2026. DCFS is currently completing an RFP solicitation for the RSS program. The amendments to extend are needed to prevent any lapse in service while the RFP solicitation is completed.

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

The recommended actions support North Star 1, Focus Area Goal B, Employment and Sustainable Waged, Strategy II, Job Preparation and Strategy III, Job Creation, of the County Strategic Plan.

### **FISCAL IMPACT/FINANCING**

The Maximum Contract Sum for the six-month contract extension will not exceed \$2,078,000, financed using 25 percent Title IV-E federal funds and 75 percent local funds. Sufficient funding will be included in the Fiscal Year 2026-2027 Recommended Budget.

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

The RSS Demonstration Project was created in accordance to the Welfare and Institutions Code Section 18200, which in part, encourages counties to establish demonstration and experimental projects calculated to achieve objectives that strengthen, extend, and improve public welfare services and their administration.

The Honorable Board of Supervisors

6/16/2026

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County Counsel and the CEO have reviewed this Board letter. County Counsel has approved the amendment (Attachment A) 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. However, DCFS did not provide the required notification to the Board as the original plan was to award contracts at an earlier date.

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

Approval of the RSS extension will ensure uninterrupted RSS services to relatives and caregivers and will help ensure the County's ability to provide support and resources to relatives and caregivers.

### **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

BTN:LM:RT:KRLTI:SS:ec

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: Children and Family Services

New Sole Source Contract

New Sole Source Contract for Replacement of Existing Services, or Amendments for Extension of Contracts for Existing Services

Date Existing Contract First Approved:

12/5/2016

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS TO EXTEND CONTRACTS</b> Identify applicable justification and provide documentation for each checked item.
	➤ 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:

Michael J. Martinez Digitally signed by Michael J. Martinez  
Date: 2026.05.26 19:06:09 -07'00'

\_\_\_\_\_  
Chief Executive Office

\_\_\_\_\_  
Date



**AMENDMENT NUMBER **XX****  
**TO**  
**RELATIVE SUPPORT SERVICES**

**CONTRACT NUMBER **XX****

**WITH**

**XX**

**RELATIVE SUPPORT SERVICES  
AMENDMENT NUMBER XX  
CONTRACT NUMBER XX**

This Amendment Number XX (Amendment) to the Relative Support Services contract (Contract) Number XX, is made and entered into by and between the County of Los Angeles (COUNTY), and XX (CONTRACTOR), on this first day of July, 2026.

**WHEREAS**, COUNTY and CONTRACTOR are parties to the Contract and CONTRACTOR has been providing Relative Home Assessment Services to the COUNTY; and

**WHEREAS**, the purpose of this Amendment is to extend the Contract for six months effective July 1, 2026 through December 31, 2026, and;

**WHEREAS**, this Amendment is prepared pursuant to the provisions set forth in Part II, Standard Terms and Conditions, Section 8.1, Amendments;

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

1. **Standard Terms and Conditions, Section 4.0, Term, Subsection 4.1.7** is added to read as follows:  
  
4.1.7 The term of this Contract is extended for a six month period, beginning on July 1, 2026 through December 31, 2026, unless terminated earlier or extended, in whole or in part, as provided in this Contract.
2. **Standard Terms and Conditions, Section 5.0, Contract Sum, Subsection 5.1.8** is added to read as follows:  
  
5.1.8 The Maximum Annual Contract Sum is \$XX for the contract period of July 1, 2026 through December 31, 2026.
3. Exhibits A-X, Line Item Budget and Narrative is added as part of Exhibit A-X – Line Item Budget and Narrative for the period of July 1, 2026 through December 31, 2026.

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

**RELATIVE SUPPORT SERVICES  
AMENDMENT NUMBER **XX**  
CONTRACT NUMBER **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 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 warrant(s) under penalty of perjury that he or she is authorized to bind the CONTRACTOR in or to this Contract.

COUNTY OF LOS ANGELES

CONTRACTOR

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

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

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

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

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

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

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