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DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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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:

REQUEST TO APPROVE SOLE SOURCE AMENDMENTS TO EXTEND THE RELATIVE HOME ASSESSMENT SERVICES CONTRACTS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

The Department of Children and Family Services (DCFS) requests approval of sole source amendments to extend ten (10) Relative Home Assessment Services (RHAS) contracts with six (6) 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 six (6) RHAS 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 \$6,715,893, financed using 25 percent 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 RHAS 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 RHAS 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 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 RHAS 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 (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 RHAS 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) DCFS notifies the Board and CEO, in writing, within ten (10) business days of termination.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The RHAS contracts provide relative and Non-Related Extended Family Member (NREFM) caregiver applicants with Resource Family Approval (RFA) based on their suitability, commitment and qualifications to provide a home for child(ren).

Furthermore, the recommended actions will enable Los Angeles County (County) to continue providing relative and NREFM caregiver applicants with RFA based on their suitability, commitment and qualifications to provide a home for child(ren). Without the approval of the recommended actions, many County relative and NREFM caregiver applicants will not be approved to become caregivers.

The RHAS contracts with El Centro de Amistad in Service Planning Area (SPA) 2 and ChildNet's in SPA 8 will sunset effective June 30, 2026, and will not be renewed as per the contractor's request. The funding for El Centro de Amistad will be reallocated between AVIVA and Penny Lane Centers, current RHAS contractors, to provide the services in SPA 2. The funding for ChildNet will be reallocated to Guardians of Love, a current RHAS contractor, to provide the services in SPA 8. The recommended actions will help to ensure that services in SPAs 2 and 8 continue at the current level.

The RHAS contracts will expire on June 30, 2026. DCFS is currently completing an RFP solicitation for the RHAS 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 \$6,715,893, financed using 25 percent 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 Relative Support Services 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.

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 RHAS extension will ensure uninterrupted RHAS services designed to provide relative and NREFM caregiver applicants with RFA based on their suitability, commitment, and qualifications to provide a home for child(ren) youth at risk for homelessness and will help ensure the County's ability to provide supervised housing and supportive services.

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 (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS TO EXTEND CONTRACTS Identify applicable justification and provide documentation for each checked item.
<input type="checkbox"/>	➤ Only one single source for the service exists.
<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 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 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.
<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.

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 HOME ASSESSMENT SERVICES

CONTRACT NUMBER **XX**

WITH

XX

**RELATIVE HOME ASSESSMENT SERVICES
AMENDMENT NUMBER XX
CONTRACT NUMBER XX**

This Amendment Number XX (Amendment) to the Relative Home Assessment 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 HOME ASSESSMENT 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