



**Chief
Executive
Office.**

COUNTY OF LOS ANGELES
CHIEF EXECUTIVE OFFICER
Fesia A. Davenport

**PUBLIC SAFETY
CLUSTER AGENDA REVIEW MEETING**

DATE: Wednesday, June 28, 2023
TIME: 9:30 a.m.

THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY AS PERMITTED UNDER THE BOARD OF SUPERVISORS' FEBRUARY 7, 2023, ORDER SUSPENDING THE APPLICATION OF BOARD POLICY 3.055 UNTIL JUNE 30, 2023.
TO PARTICIPATE IN THE MEETING CALL TELECONFERENCE NUMBER: (323) 776-6996
ID: 169948309# [Click here to join the meeting](#)

AGENDA

Members of the Public may address the Public Safety Cluster on any agenda item by submitting a written request prior to the meeting. Two (2) minutes are allowed per person in total for each item.

- 1. CALL TO ORDER**
- 2. GENERAL PUBLIC COMMENT**
- 3. INFORMATIONAL ITEM(S):** [Any Informational Item is subject to discussion and/or presentation at the request of two or more Board offices with advance notification]:
 - A. NONE**
- 4. PRESENTATION/DISCUSSION ITEM(S):**
 - A.** Board Letter:
REQUEST APPROVAL OF INCIDENTAL AND NON-INCIDENTAL EXPENSES FOR FISCAL YEARS 2023-24 AND 2024-25
Speaker(s): Robert Smythe (Probation)
 - B.** Board Letter:
APPROVE SOLE SOURCE CONTRACT WITH 9TH WONDER GLOBAL, LLC TO PROVIDE CONSULTING SERVICES
Speaker(s): Bryan Aguilera and Laura Avelar (Sheriff)

Wednesday, June 28, 2023

- C.** Board Briefing:
ROSAS BRIEFING
Speaker(s): Hugo Macias (Sheriff's)

5. PUBLIC COMMENTS

6. ADJOURNMENT

7. UPCOMING ITEM(S):

- A.** NONE

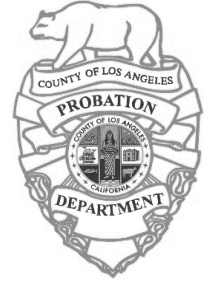
IF YOU WOULD LIKE TO EMAIL A COMMENT ON AN ITEM ON THE PUBLIC SAFETY CLUSTER AGENDA, PLEASE USE THE FOLLOWING EMAIL AND INCLUDE THE AGENDA NUMBER YOU ARE COMMENTING ON:

PUBLIC_SAFETY_COMMENTS@CEO.LACOUNTY.GOV



COUNTY OF LOS ANGELES PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY – DOWNEY, CALIFORNIA 90242
(562) 940-2501



GUILLERMO VIERA ROSA
Interim Chief Probation Officer

July 11, 2023

The Honorable Board of Supervisors
County of Los Angeles
Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**REQUEST APPROVAL OF INCIDENTAL AND NON-INCIDENTAL
EXPENSES FOR FISCAL YEARS 2023-24 AND 2024-25
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

The Probation Department (Probation or Department) is requesting approval to utilize Department appropriation to incur annual incidental expenses of up to \$50,000 in addition to its \$50,000 annual incidental expense authority, for a total of \$100,000, and up to \$184,000 in non-incidental expenses during each of Fiscal Years (FY) 2023-24 and 2024-25. This funding provides for staff-related incidental expenses for food and beverages and related sundry items for official functions and meetings, and non-incidental expenses for youth-related behavior management incentives, recognitions, and family and community events. Each expenditure is associated with County business aimed to improve the quality of public service, recognize youth achievement, engage youth in special event celebrations (e.g., birthdays, Juneteenth, Cesar Chavez Day, etc.), reinforce family and caregiver involvement in client well-being, and foster continued collaboration with community-based organizations.

IT IS RECOMMENDED THAT THE BOARD OF SUPERVISORS (BOARD):

1. Authorize the Interim Chief Probation Officer, or his designee, to expend up to \$50,000 in addition to the Department's \$50,000 annual incidental expense authority, from each of the Department's FYs 2023-24 and 2024-25 appropriations to provide for staff-related incidental expenses for food and beverages at various official functions and meetings.

2. Authorize the Interim Chief Probation Officer, or his designee, to expend up to \$184,000 from each of the Department's FYs 2023-24 and 2024-25 appropriations to provide for youth-related non-incidental expenses for food and beverages at various events.
3. Authorize the Interim Chief Probation Officer, or his designee, to increase the food and beverage amount up to three percent for incidental expenses in FYs 2023-24 and 2024-25, contingent on available funds, to provide for unanticipated official staff functions and meetings.
4. Authorize the Interim Chief Probation Officer, or his designee, to increase the food and beverage amount up to three percent for non-incidental expenses in FYs 2023-24 and 2024-25, contingent on available funds, to provide for unanticipated official youth-related events and extend this authority to.
5. Instruct the Director of the Internal Services Department to collaborate with the Interim Chief Probation Officer to procure food, beverages, and any other products or services, as needed, related to these FYs 2023-24 and 2024-25 incidental and non-incidental expenses.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

In July 2021, the Chief Executive Office (CEO) approved by delegated authority a similar request to expend up to \$325,000 in Department appropriation during each of FYs 2021-22 and 2022-23 to provide for food and beverages at official meetings and functions.

The recommended actions provide sufficient authorization to the Interim Chief Probation Officer to expend up to an additional \$50,000 in each of FYs 2023-24 and 2024-25 beyond the \$50,000 Department staff-related incidental expense annual limit. Incidental expenses are incurred to provide for food and beverages for staff at official functions and meetings.

In addition, the recommended actions are to clearly provide the Interim Chief Probation Officer authorization to incur youth-related and other client-related non-incidental expenses. Examples of events where non-incidental expenses are incurred include those that celebrate youth probationers and their family accomplishments, encourage family engagement activities, recognize adult client achievements at our community reentry centers, host special events within our juvenile halls and camps (e.g., youth birthdays, Juneteenth, Cesar Chavez, Mother's/Father's Day, etc.), and community resource and job fairs.

The estimated incidental expenses for food and beverages (totaling \$50,000, excluding the \$50,000 limit for the Department), along with the non-incidental expenses (totaling \$184,000) for each of FYs 2023-24 and 2024-25, are noted below:

<u>Incidental Expenses</u>	<u>Estimate</u>
• Probation Services Appreciation Week	\$35,000
• Staff academy/leadership program graduations	5,000
• Other staff-related events	<u>10,000</u>
Sub-Total Incidental Expenses	\$50,000
<u>Non-Incidental Expenses</u>	
• Success is Our Future Academic Achievement Awards Ceremony	25,000
• Celebration of youth and family accomplishments through academic and sports banquets at camps	10,000
• Family engagement activities and youth recognition at halls and camps	80,000
• Community engagement/youth recognition at halls and camps by encouraging youth as they engage in activities that promote positive self-image	30,000
• Youth cultural and educational excursions	7,000
• Freedom School Week to promote cultural diversity	3,000
• Youth graduation celebrations at camps and halls	10,000
• Department-wide annual awards ceremony (e.g., medals of valor/merit)	12,000
• College graduations for interns/service-learning program	2,000
• Community resource and job fairs for adult probationers, community-based organizations, parents and legal guardians of youth probationers	<u>5,000</u>
Sub-total Non-Incidental Expenses	<u>\$184,000</u>
Total Incidental and Non-Incidental Expenses	<u>\$234,000</u>

The Board's authorization is requested to incur food, refreshments, and other expenses (e.g., paper products, utensils, banners, balloons, etc.) incidental to the above meetings and functions, that align with and support key Department initiatives for the benefit of the clients and communities Probation serves. The Department will work with the Internal Services Department to process procurement documentation in accordance with applicable policies and procedures.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended actions support the County of Los Angeles Strategic Plan Goal I: Make Investments That Transform Lives; and Goal III: Realize Tomorrow's Government Today.

FISCAL IMPACT/FINANCING

The estimated food and beverage cost of \$234,000 for the various official functions and meetings will be funded by a combination of net County cost. State revenues, and Volunteers in Service to Others funds. The total \$234,000 for incidental and non-incidental expenses is being requested and is in addition to the \$50,000 annual incidental expenses limit for fiscal year 2023-24 and 2024-25, as an efficient means to streamline this process. Per existing policy, Incidental Expenses are reported quarterly by each department to the County Auditor-Controller who reports these costs through to the Audit Committee and to the Board.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to County guidelines, the Department is subject to a \$50,000 staff-related incidental expenses annual limit under Board Policy 4.095, *Incidental Expenses*. The Board or CEO approved the Department's similar incidental expense requests in September 2015, June 2017, June 2018, July 2019, August 2020 and July 2021. However, this letter makes a distinction between incidental and non-incidental expenses in accordance with County guidelines. As part of Probation's commitment to attract, develop, and maintain an exemplary and motivated workforce and enhance the culture of the Department, there is a continued need to provide food and beverages at official functions and meetings associated with County business that improve the quality of public service and support the Department's mission. This request has been reviewed by the Office of the County Counsel and CEO.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The provision of food and beverages at events or meetings is essential to helping youth, their families, other participants and community members, new or newly promoted staff and their families, and others feel welcome and appreciated. Such appreciation increases camaraderie, level of engagement, morale, and teamwork. Approval of the recommended actions will improve the planning for events and streamline the process related to incurring incidental and non-incidental expenses by minimizing the need to address these types of requests individually.

Respectfully submitted,

GUILLERMO VIERA ROSA
Interim Chief Probation Officer

GVR:SW:RS:AL:th

c: Executive Office
Chief Executive Office
County Counsel
Auditor-Controller
Internal Services Department

July 11, 2023

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:

**APPROVE SOLE SOURCE CONTRACT WITH
9TH WONDER GLOBAL, LLC TO PROVIDE CONSULTING SERVICES
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

The Los Angeles County (County) Sheriff's Department (Department) is seeking Board approval and execution of a sole source contract (Contract) with 9th Wonder Global, LLC (9th Wonder) to provide as-needed recruitment and advertising consulting services (Services) for personnel, with an emphasis on sworn staffing.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize and instruct the Chair to sign the attached Contract with 9th Wonder, commencing upon execution by the Board, through June 30, 2024, with an option to extend for four one-year periods.
2. Delegate authority to the Sheriff, or his designee, to execute amendments and change orders to the Contract as set forth throughout the Contract, including amendments and change notices to: (1) effectuate modifications which do not materially affect any term of the Contract, (2) add new or revised standard County contract provisions adopted by the Board as required periodically, (3) exercise option terms, (4) effectuate the assignment and delegation/mergers or acquisitions provision, (5) engage the Contractor to provide Services as required by the County, with up to \$250,000 in contingency funds for unforeseen Services, for the term of the

Contract, and (6) terminate the Contract, either in whole or in part, by the provision of a ten-day written notice.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On December 29, 2022, in accordance with Board Policy 5.100, Sole Source Contracts and Amendments, the Department provided the Board with advance notification of its intent to enter into negotiations for a sole source contract.

Approval of the recommended actions will allow the Department to immediately ramp up its recruitment and hiring strategies while avoiding unnecessary costs and loss of time associated with the excessive learning curve and re-invented program implementation required from any other service provider.

Background

The Department's sworn staffing is at historic and critically low levels. The Department currently has over 1,200 sworn vacant positions. These vacancies create immense stress on a heavily overburdened workforce, demonstrated by mandated overtime and high impairment rates. A timely, efficient, and targeted marketing plan will lead to a new and invigorated stream of deputy sheriff trainee applicants.

9th Wonder has, under the Chief Executive Office's (CEO) prior Delegated Authority Agreements (DAA) with the County, developed a robust lexicon of Department knowledge, and an intimate understanding of the Department's operational challenges regarding recruitment and hiring. The most recent DAA expired on June 30, 2020. Additionally, 9th Wonder is in possession of a wealth of Department data and proven strategies to rapidly deploy a marketing campaign with minimal preparation.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the County's Strategic Plan, Strategy III.3 – Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, by effectively maximizing the use of County assets in ways that are fiscally responsible and align with the County's highest priority service delivery needs.

FISCAL IMPACT/FINANCING

The Maximum Contract Sum for the Contract will not exceed \$1,500,000, which includes an allocation of \$250,000 in contingency funds for future unforeseen Services throughout the term. Actual expenditures will be incurred on an as-needed basis. Over

The Honorable Board of Supervisors
July 11, 2023
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the term of the Contract, allocations will be established in the Department's annual budget to meet the anticipated need each Fiscal Year.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

9th Wonder is in compliance with all Board and CEO requirements including Jury Service Program, Safely Surrendered Baby Law, and Defaulted Property Tax Reduction Program.

The attached Contract has been reviewed and approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will enable the Department to ramp up hiring and recruitment to attract the most desirable and qualified applicants in efforts to meet legally binding staffing requirements (contracted positions and federal consent decree required positions), reduce overtime expenditures and alleviate the Department's overburdened workforce.

CONCLUSION

Upon Board approval, please return a copy of the adopted Board letter and two original executed copies of the Contract to the Department's Contracts Unit.

Sincerely,

ROBERT G. LUNA
SHERIFF

RGL:JT:CM:am
(Fiscal Administration Bureau–Contracts Unit)

- c: Board of Supervisors, Justice Deputies
Celia Zavala, Executive Officer, Board of Supervisors
Fesia Davenport, Chief Executive Officer
Sheila Williams, Senior Manager, Chief Executive Office (CEO)
Rene Phillips, Manager, CEO
Jocelyn Ventilacion, Principal Analyst, CEO
Anna Petrosyan, Senior Analyst, CEO
Bryan Bell, Budget Analyst, CEO
Dawyn R. Harrison, County Counsel
Elizabeth D. Miller, Chief Legal Advisor, Legal Advisory Unit
Michele Jackson, Principal Deputy County Counsel, Legal Advisory Unit
April L. Tardy, Undersheriff
Jill Torres, Assistant Sheriff, CFAO
Jason A. Skeen, Chief of Staff, Office of the Sheriff
Conrad Meredith, Division Director, Administrative Services Division (ASD)
Joel L. Barnett, Commander, Personnel Command
Glen C. Joe, Assistant Division Director, ASD
Richard F. Martinez, Assistant Division Director, ASD
Bryan C. Aguilera, Acting Captain, Personnel Administration Bureau (PAB)
Rick Cavataio, Director, Fiscal Administration Bureau (FAB)
David E. Culver, Director, Financial Programs Bureau
Laura Avelar, Lieutenant, PAB
Angelo Faiella, Assistant Director, FAB, Contracts Unit (CU)
Rene A. Garcia, Lieutenant, ASD
Vanessa C. Chow, Sergeant, ASD
Abby Valdez, Administrative Services Manager (ASM) III, FAB, CU
Kristine D. Corrales, Deputy, ASD
Aloett Martin, ASM I, FAB, CU
(Contracts – 9th Wonder 07-11-23)

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

OPS CLUSTER AGENDA REVIEW DATE	N/A	
BOARD MEETING DATE	7/11/2023	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Sheriff's Department	
SUBJECT	Approval of a Sole Source Contract with 9 th Wonder Global, LLC (9 th Wonder).	
PROGRAM	As-needed recruitment and advertising consulting services (Services) for personnel, with an emphasis on sworn staffing.	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain why: 9 th Wonder, under prior Delegated Authority Agreements (DAA) with the County, developed a robust lexicon of Department knowledge and is in possession of a wealth of Department data and proven strategies to rapidly deploy a marketing campaign with minimal preparation. The Department will avoid unnecessary ramp-up costs and loss of time associated with the excessive learning curve and re-invented program implementation. On December 28 th , 2022, in accordance with Board Policy 5.100, the Department provided the Board with advance notification of its intent to enter into a Sole Source Contract with 9 th Wonder.	
DEADLINES/ TIME CONSTRAINTS	N/A	
COST & FUNDING	Total cost: \$1,500,000	Funding source: The maximum contract sum shall not exceed \$1,500,000, which includes an allocation of \$250,000 in contingency funds for future unforeseen Services throughout the term.
	TERMS (if applicable): Effective upon execution of Board, through June 30, 2024, plus four one-year option periods.	
PURPOSE OF REQUEST	The Department is in a dire position with 1,200 sworn personnel vacancies, requiring the engagement of services. These vacant positions create immense stress on a heavily overburdened workforce, demonstrated by mandated overtime and high impairment rates.	
BACKGROUND (include internal/external issues that may exist including any related motions)	The Department has contracted with 9 th Wonder through DAAs. The most recent agreement expired on June 30, 2020. It was the intent of the Department to enter into a five-year agreement with 9 th Wonder for as-needed services; however, the COVID-19 and County's hiring freeze halted that process. The Department is now in dire need, a timely, efficient, and targeted marketing plan will lead to a new and invigorated stream of deputy sheriff trainee candidates.	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: • Abby Valdez, Contracts Manager, (213) 229-3262, arvaldez@lasd.org • Acting Captain, Bryan Aguilera (213) 229-3131, bcaquile@lasd.org	

DEPARTMENT OF JUSTICE COMPLIANCE (DOJ) STREAMLINED CONTRACTING REQUEST

DEPARTMENTAL INFORMATION		
Department: 770- Sheriff's Department	Date of Request: 05/23/2023	
Branch/Division/Unit: Administrative Services Division/Fiscal Administration Bureau/Contracts Unit		
Dept. Contact Name: Angelo Faiella	Dept. Contact Phone #: 213-229-3264	
Dept. Contact Title: Assistant Director, Bureau Operations, Sheriff	Dept. Contact Email: afaiell@lasd.org	
Program for which Contract or Amendment is requested: Consulting services for the recruitment of personnel, focusing on deputy sheriff candidates		
1. Briefly describe the purpose of the Contract/Amendment (Attach Statement of Work and Pricing Schedule if available): Contract will provide as-needed recruitment and advertising consulting services to the Department.		
2. Please indicate the proportion of program or services under this Contract/Amendment designated towards DOJ Compliance: <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 40%;"> <div style="margin-bottom: 5px;"><u>100</u> Direct¹ program/services</div> <div style="margin-bottom: 5px;"><u> </u> Indirect¹ program/services</div> <div style="margin-bottom: 5px;"><u> </u> Other non-DOJ compliance duties/services</div> </div> <div style="width: 55%; text-align: right;"> (The total percentage should equal 100 percent) </div> </div>		
3. If this Contract/Amendment provides Direct ¹ services to DOJ Compliance, please describe the Direct service being provided: (If no Direct programs or services are being provided under this Contract/Amendment, please skip to #4.) This contract allows the Department to accelerate its recruitment efforts.		
4. If this Contract/Amendment provides Indirect ¹ services to DOJ Compliance, please describe the Indirect service being provided: (If no Indirect programs or services are being provided under this Contract/Amendment, please skip to #5.)		
5. Does the Contract/Amendment provide program/services to DOJ Compliance inside or outside of the jails? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please describe: This contract will have a positive impact on recruitment efforts for staff needed both inside and outside the jails.		
CONTRACT/AMENDMENT INFORMATION - PURPOSE AND JUSTIFICATION FOR USE OF DELEGATED AUTHORITY		
This is a: <input checked="" type="checkbox"/> New Contract <input type="checkbox"/> Contract Amendment	Contractor/Vendor Name: 9th Wonder Global, LLC	
	Vendor ID: 193150	
	Reason for Selecting Contractor: 9th Wonder has, under prior Delegated Authority Agreements with the County developed a robust lexicon of Department knowledge. Contracting with 9th Wonder will immediately ramp up hiring strategies while avoiding unnecessary ramp-up costs.	
	Was a competitive solicitation conducted or other bids, quotes, or proposals requested? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If no, please explain why: Contracting with 9th Wonder will enable the Department to ramp up hiring and attract the most desirable and qualified applicants in its effort to meet legally binding staffing requirements and avoid loss of time associated with the excessive learning curve and re-invented program implementation required from another contractor.	
	If a competitive solicitation was not conducted, does the funding source or applicable laws allow for contracting without a competitive solicitation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Will you use the Equity Explorer Tool developed by the Anti-Racism, Diversity, and Inclusion Initiative as a guide to ensure equitable implementation and resource distribution? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Will you aim to contract with businesses that have an active MBE, WBE, DBE, LSBE, DVBE, SE, or CBE certification? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

¹ "Direct" is defined as providing a program or service in person, telephonically, or virtually to a person in jail or post-release. "Indirect" is defined as supporting the provision of a program or service to people in jail or post-release. Examples include positions that support the development, implementation, and oversight of jail-based services, diversion, and post-release programs and services or that provide administrative support to the staff that do this work.

	<p>If no, please describe your plan to ensure that you will include underrepresented groups in your contractor pool:</p> <p>N/A</p>
<p>Equity Plan:</p> <p>This section is intended to understand if the transaction:</p> <p>a) Identifies target populations that will reduce disparities</p> <p>b) Advances equitable outcomes</p> <p>c) Improves community engagement</p>	<p>While not limited to the following, please describe the racial, socio-economic, gender, sexual orientation, disability disproportionality and disparities this contract will address. (e.g., indicators, data sources):</p> <p>The contractor will assist the Department in reaching all potential candidates to help ensure that applicants, and eventual employees come from diverse backgrounds that reflect the communities we serve. The Department's commitment to the 30X30 Women's Initiative further demonstrates our commitment to equality in the workplace.</p> <p>Describe how your department will disaggregate demographic data and will collect, track, and evaluate to assess the impact of this contract on disproportionately and disparately impacted populations:</p> <p>The demographics and socio-economic status of the applicants reached by the contractor will dictate if they have reached disproportionately and disparately impacted populations.</p> <p>Describe how you will ensure access and distribution of services to Limited English Proficiency (LEP) populations:</p> <p>While a U.S. high school English proficiency level is required for employment (sworn positions), the Department encourages employees to learn, speak, and write other languages by providing ongoing bonuses to employees who are proficient in other languages, with the goal to better serve our communities.</p>
Contract Term:	<p>New Contract Term: One year, plus four one-year options</p> <p>If Amendment, Original Contract Term: N/A</p> <p>Amended Contract Term: N/A</p>
Total Cost and Funding Source:	<p>Total Contract Sum for New Contracts OR \$1,500,000 including \$250,000 in contingency fund throughout the term. If Amendment, amount added for this Amendment:</p> <p>Funding Source(s): General Fund</p> <p>Is this funding included in your budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Funding Source 1 is: <input type="checkbox"/> One Time <input checked="" type="checkbox"/> Ongoing</p> <p>Funding Source 2 is: <input type="checkbox"/> One Time <input type="checkbox"/> Ongoing</p> <p>Funding Source 3 is: <input type="checkbox"/> One Time <input type="checkbox"/> Ongoing</p>
<p>Contract/Amendment Status²:</p> <p>Approved as to form by County Counsel, awaiting BOS execution.</p>	
<p>Contract/Amendment contains the standard contracting provisions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Will County Counsel review and approve as to form? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>County Counsel has approved the contract as to form.</p>	
<p>County Counsel Contact:</p> <p>Michele Jackson</p>	<p>County Counsel Email:</p> <p>mjackson@counsel.lacounty.gov</p>
<p>ALL CONTRACTS EXECUTED USING THIS FORM MUST BE REVIEWED BY COUNTY COUNSEL BEFORE APPROVAL</p>	

Department
Approval

Signature of Department Head

Date

² Departments will submit an electronic copy of the final signed agreement to the CEO following execution.

CONTRACT OR AMENDMENT REQUEST – FOR CEO INTERNAL USE ONLY

DOJ Compliance 1st	<p>Does this Contract/Amendment support DOJ Compliance?</p> <p><input type="checkbox"/> Yes, to Budget on _____ <input type="checkbox"/> No, returned to Department on _____</p> <p><input type="checkbox"/> Requested additional information on _____ Received requested information on _____</p> <p>Caucus held on _____ Analyst Initials: _____</p>
CEO Budget	<p><input type="checkbox"/> Yes, funds are in Dept.'s budget <input type="checkbox"/> No, funds are not in budget <input type="checkbox"/> Funds are scheduled to be added</p> <p><input type="checkbox"/> Yes, the funding identified will pay for the activities outlined</p> <p><input type="checkbox"/> No, the funding prohibits these activities</p> <p><input type="checkbox"/> Requested additional information on _____ Received information on _____</p> <p><input type="checkbox"/> Caucus held on _____ Notice sent to DOJ Compliance on _____</p> <p>Notes:</p> <p>Analyst Initials: _____</p>
County Counsel	<p><input type="checkbox"/> Approved as to form <input type="checkbox"/> Not approved for DA</p> <p><input type="checkbox"/> Requested additional information on _____ Received requested information on _____</p> <p><input type="checkbox"/> Caucus held on _____ Analyst Initials: _____</p>
DOJ Compliance 2nd	<p>Budget notification received on _____</p> <p>Has Budget approved Contract/Amendment?</p> <p><input type="checkbox"/> Yes, notified Department on _____ <input type="checkbox"/> No, returned to Department on _____</p> <p>Analyst Initials: _____</p>



CONTRACT

BY AND BETWEEN

COUNTY OF LOS ANGELES

AND

9th WONDER GLOBAL, LLC

FOR

CONSULTING SERVICES

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CONTRACT
BY AND BETWEEN
COUNTY OF LOS ANGELES
AND
9TH WONDER GLOBAL, LLC
FOR
CONSULTING SERVICES

This Contract (Contract) made and entered into this ____ day of _____, 20____ by and between the County of Los Angeles (County) and 9th Wonder Global, LLC, (Contractor), to provide County with as-needed Consulting Services.

RECITALS

WHEREAS, the County may contract with private businesses for Consulting Services when certain requirements are met; and

WHEREAS, the Contractor is a firm of recognized professionals with extensive experience and training in their specialized field. In rendering these Services, Contractor must at minimum exercise the ordinary care and skill expected from the average practitioner in Contractor's profession acting under similar circumstances.

WHEREAS, County, through the Los Angeles County Sheriff's Department (Department), desires Contractor to provide Consulting Services; and

WHEREAS, this Contract (as defined below) is authorized pursuant to Government Code Sections 23005 and 31000 and otherwise.

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties agree to the following:

1.0 APPLICABLE DOCUMENTS

Exhibits A, B, C, D, E1, E2, E3, F, G, and H are attached to and form a part of this Contract. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule, or the contents or description of any task, deliverable, goods, Service, or other Work, or otherwise between the base Contract and the Exhibits, or between Exhibits, such conflict or inconsistency will be resolved by giving precedence first to the terms and conditions of the Contract and then to the Exhibits according to the following priority.

Standard Exhibits:

- 1.1 Exhibit A Statement of Work
- 1.2 Exhibit B Price Sheet
- 1.3 Exhibit C County Administration
- 1.4 Exhibit D Contractor Administration
- 1.5 Exhibit E1 Contractor Acknowledgement and Confidentiality Agreement
- 1.6 Exhibit E2 Contractor Employee Acknowledgement and Confidentiality Agreement
- 1.7 Exhibit E3 Contractor Non-Employee Acknowledgement and Confidentiality Agreement
- 1.8 Exhibit F Safely Surrendered Baby Law
- 1.9 Exhibit G Contract Discrepancy Report
- 1.10 Exhibit H Certification of Compliance Exhibit

This Contract constitutes the complete and exclusive statement of understanding between the parties, and supersedes all previous contracts, written and oral, and all communications between the parties relating to the subject matter of this Contract. No change to this Contract shall be valid unless prepared pursuant to subparagraph 8.1 (Amendments and Change Notices) and signed by both parties.

2.0 DEFINITIONS

Standard Definitions or extending the Services to be performed. The Contract sets forth the terms and conditions for the issuance and performance of all tasks, deliverables, Services and other Work.

- 2.1.1 Application Starts:** Refers to when a person visits www.LASD.org/careers and clicks the "Apply Now" button; leading them to the NeoGov webpage, which hosts the County's online employment application system.
- 2.1.2 Board of Supervisors (Board):** The Board of Supervisors of the County of Los Angeles acting as governing body.

- 2.1.3 Business Day:** Monday through Friday, excluding County-recognized holidays.
- 2.1.4 Campaign:** Refers to a digital marketing campaign involving the execution of the marketing strategies across all the digital channels desired, where consumers engage with the brand.
- 2.1.5 Channel Performance:** Refers to all the digital marketing or display advertising channels available online that allow the running of marketing campaigns to meet objectives such as clicks, ad views, applications, etc.
- 2.1.6 Contract:** This agreement executed between County and Contractor. Included are all supplemental agreements, amendments, and change notices amending or extending the service to be performed. The Contract sets forth the terms and conditions for the issuance and performance of all tasks, deliverables, Services and other Work.
- 2.1.7 Contractor:** The person or persons, sole proprietor, partnership, joint venture, corporation or other legal entity who has entered into a Contract with the County to perform or execute the Services covered by this Contract.
- 2.1.8 County:** County of Los Angeles
- 2.1.9 Contractor Project Manager:** The person designated by the Contractor to administer the Contract operations under this Contract.
- 2.1.10 County Project Director:** Person designated by County with authority for County on contractual or administrative matters relating to this contract that cannot be resolved by the County Project Manager. All references here forward to County Project Director shall mean, "County Project Director or Designee."
- 2.1.11 County Project Manager:** Person designated by County Project Director to manage the operations under this Contract. All references here forward to County Project Manager shall mean, "County Project Manager or Designee."
- 2.1.12 Day(s):** Calendar day(s) unless otherwise specified.
- 2.1.13 Department:** Los Angeles County Sheriff's Department.
- 2.1.14 Fiscal Year:** The 12-month period beginning July 1st and ending the following June 30th.
- 2.1.15 Key Performance Indicator or KPI:** Specific, numerical marketing metrics that measure progress toward a defined goal within marketing channels. These will help us determine which campaigns work best on specific media platforms.
- 2.1.16 Maximum Contract Sum:** The total monetary amount that would be payable by County to Contractor for all Services that may be required under this Contract for the entire term of the Contract, inclusive of all

extension options exercised by County, as further described in subparagraph 5.1 (Maximum Contract Sum) of this Contract and Exhibit B (Price Sheet).

- 2.1.17 Media Plan:** Refers to the process of selecting the best media platforms and channels to deliver the desired message to the target audience at the right time. This includes identifying and selecting media outlets, social media outlets, online search engines, as well as the timing of the ads.
- 2.1.18 NeoGov:** The public sector human resources software the County utilizes to receive employment applications.
- 2.1.19 Platform:** Refers to a service, site, or method that delivers media to an audience.
- 2.1.20 Return on Ad Spend or ROAS:** Refers to a marketing metric that evaluates the effectiveness of advertising campaigns.
- 2.1.21 Services:** The consulting services required by this Contract.
- 2.1.22 Sheriff:** The elected official who is the Sheriff of the County of Los Angeles. All references here forward to Sheriff shall mean, "Sheriff or Designee."
- 2.1.23 Statement of Work:** Written description of tasks, subtasks, deliverables, goods, Services and other Work required by County under this Contract as set forth in Exhibit A (Statement of Work) of this Contract.
- 2.1.24 Subcontract:** An agreement by the Contractor to employ a subcontractor to provide Services to fulfill this Contract.
- 2.1.25 Subcontractor:** Any individual, person or persons, sole proprietor, firm, partnership, joint venture, corporation, or other legal entity furnishing supplies, services of any nature, equipment, and/or materials to Contractor in furtherance of Contractor's performance of this Contract, at any tier, under oral or written agreement.
- 2.1.26 Work:** All tasks, subtasks, deliverables, goods, and other Services performed by or on behalf of Contractor, that is required pursuant to this Contract, including Exhibit A (Statement of Work) and all the Exhibits, and fully executed Amendments and Change Notices hereto.

3.0 WORK

- 3.1 Pursuant to the provisions of this Contract, Contractor must fully perform, complete and deliver on time, all tasks, deliverables, Services and other Work as set forth in herein.
- 3.2 If the Contractor provides any tasks, deliverables, goods, Services, or other Work, other than as specified in this contract, the same will be deemed to

be a gratuitous effort on the part of the contractor, and the contractor must have no claim whatsoever against the County.

4.0 TERM OF CONTRACT

- 4.1 The term of this Contract will commence upon execution by County's Board of Supervisors, and will terminate on June 30, 2024, unless sooner terminated or extended, in whole or in part, as provided in this Contract.
- 4.2 County will have the sole option to extend the Contract term for up to four additional one-year options, for a maximum total Contract term not to exceed five years. Each such option will be exercised at the sole discretion of the Sheriff as authorized by the Board of Supervisors (Board) in accordance with subparagraph 8.1 (Amendments and Change Notices) of this Contract.
- 4.3 County maintains a database that track/monitor Contractor performance history. Information entered into the database may be used for a variety of purposes, including determining whether County will exercise a Contract term extension option.
- 4.4 Contractor must notify the Department when this Contract is within six (6) months of the expiration of the term as provided for hereinabove. Upon occurrence of this event, the Contractor must send written notification to Department at the address herein provided in Exhibit C (County Administration) of this Contract.

5.0 CONTRACT SUM

5.1 Maximum Contract Sum

- 5.1.1 The Maximum Contract Sum authorized by County hereunder must in no event, expressly or by implication, exceed \$1,500,000 and will be allocated as set forth in Exhibit B (Price Sheet) of this Contract. The Maximum Contract Sum will remain firm and fixed for the term of this Contract.
- 5.1.2 The Maximum Contract Sum for this Contract payable by County to Contractor for performing all tasks, deliverables, goods, Services, and any other Work required under this Contract is set forth in Exhibit B (Price Sheet) of this Contract.
- 5.1.3 The Maximum Contract Sum for this Contract includes an allocation of \$250,000 in contingency funds for unforeseen future Services.

5.2 Written Approval for Reimbursement

Contractor will not be entitled to payment or reimbursement for any tasks or Services performed, nor for any incidental or administrative expenses whatsoever incurred in or incidental to performance hereunder, except as

specified herein. Assumption or takeover of any of Contractor's duties, responsibilities, or obligations, or performance of same by any person or entity other than Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever, must not occur except with County's express prior written approval.

5.3 Notification of 75% of Total Contract Sum

Contractor must maintain a system of record keeping that will allow Contractor to determine when it has incurred 75% of the Maximum Contract Sum under this Contract. Upon occurrence of this event, Contractor must send written notification to County Project Director at the address herein provided in Exhibit C (County Administration) of this Contract.

5.4 No Payment for Services Provided Following Expiration-Termination of Contract

Contractor will have no claim against County for payment of any money or reimbursement, of any kind whatsoever, for any Service provided by the Contractor after the expiration or other termination of this Contract. Should Contractor receive any such payment it must immediately notify County and must immediately repay all such funds to County. Payment by County for Services rendered after expiration-termination of this Contract will not constitute a waiver of County's right to recover such payment from Contractor. This provision will survive the expiration or other termination of this Contract.

5.5 Invoices and Payments

- 5.5.1 Contractor must invoice County only for providing the tasks, deliverables, goods, Services, and other Work specified in Exhibit A (Statement of Work) and elsewhere hereunder. Contractor must prepare invoices, which will include the charges owed to Contractor by County under the terms of this Contract. Contractor's payments will be as provided in Exhibit B (Price Sheet) and Contractor will be paid only for the tasks, deliverables, goods, Services, and other Work approved in writing by County. If County does not approve Work in writing no payment will be due to Contractor for that Work.
- 5.5.2 Contractor's invoices must be priced in accordance with Exhibit B (Price Sheet) of this Contract.
- 5.5.3 Contractor must submit the monthly invoices to County by the 15th Day of the month following the month of Service.
- 5.5.4 Contractor's invoices must contain the information set forth in Exhibit A (Statement of Work) describing the tasks, deliverables, goods, Services, work hours, and facility and/or other Work for

which payment is claimed Contractor must prepare the invoice format and content in the following manner:

1. County's Contract Number
2. Contractor's Name and Address
3. Invoice Number
4. Billing Period
5. Media Acquisition:
 - Monthly media-buy, itemized by Platform
 - Copy of Media Authorization Form signed by County Project Manager
 - Copy of monthly media-buy original invoices or original proof of purchase from Platforms
 - Subtotal for Media Acquisition
6. Media Management:
 - Analytics and reporting
 - Account management
 - Subtotal for Media Management
7. Invoice total

5.5.5 All original invoices under this Contract must be submitted to the following address:

Los Angeles County Sheriff's Department
County Project Director
As outlined in Exhibit C (County Administration).

5.5.6 County Approval of Invoices

All invoices submitted by Contractor for payment must have the written approval of the County Project Director or County Project Manager prior to any payment thereof. In no event will County be liable or responsible for any payment prior to such written approval. Approval for payment will not be unreasonably withheld.

5.5.7 Local Small Business Enterprises – Prompt Payment Program

Certified Local Small Business Enterprises (LSBEs) will receive prompt payment for services they provide to County departments. Prompt payment is defined as 15 Days after receipt of an undisputed invoice.

5.6 Default Method of Payment: Direct Deposit or Electronic Funds Transfer

- 5.6.1 County, at its sole discretion, has determined that the most efficient and secure default form of payment for goods and/or services provided under an agreement/ contract with County will be Electronic Funds Transfer (EFT) or direct deposit, unless an alternative method of payment is deemed appropriate by the Auditor-Controller (A-C).
- 5.6.2 Contractor must submit a direct deposit authorization request via the website <https://directdeposit.lacounty.gov> with banking and vendor information, and any other information that the A-C determines is reasonably necessary to process the payment and comply with all accounting, record keeping, and tax reporting requirements.
- 5.6.3 Any provision of law, grant, or funding agreement requiring a specific form or method of payment other than EFT or direct deposit will supersede this requirement with respect to those payments.
- 5.6.4 At any time during the duration of the Contract, a Contractor may submit a written request for an exemption to this requirement. Such request must be based on specific legal, business or operational needs and explain why the payment method designated by the A-C is not feasible and an alternative is necessary. The A-C, in consultation with the contracting department(s), will decide whether to approve exemption requests.

6.0 ADMINISTRATION OF CONTRACT - COUNTY

6.1 County Administration

A listing of all County Administration referenced in the following subparagraphs are designated in Exhibit C (County Administration) of this Contract. County will notify Contractor in writing of any change in the names or addresses shown.

6.2 County Project Director

The role of County Project Director may include:

- 6.2.1 Coordinating with Contractor and ensuring Contractor's performance of the Contract; however, in no event will Contractor's obligation to fully satisfy all of the requirements of this Contract be relieved, excused or limited thereby; and
- 6.2.2 Upon request of Contractor, providing direction to Contractor, as appropriate in areas relating to County policy, information requirements, and procedural requirements; however, in no

event, will Contractor's obligation to fully satisfy all of the requirements of this Contract be relieved, excused or limited thereby.

6.3 County Project Manager

The role of County Project Manager is authorized to include:

- 6.3.1 Meeting with the Contractor Project Manager on a regular basis; and
- 6.3.2 The role of County Project Manager is to oversee the day-to-day administration of this Contract. Inspecting any and all tasks, deliverables, goods, services, or other work provided by or on behalf of Contractor; however, in no event will Contractor's obligation to fully satisfy all of the requirements of this Contract be relieved, excused or limited thereby.
- 6.3.3 County Project Manager is not authorized to make any changes in any of the terms and conditions of this Contract and is not authorized to further obligate County in any respect whatsoever.

7.0 ADMINISTRATION OF CONTRACT - CONTRACTOR

7.1 Contractor Administration

A listing of all of Contractor Administration referenced in the following subparagraphs is designated in Exhibit D (Contractor Administration) of this Contract. Contractor will notify County in writing of any change in the names or addresses shown.

7.2 Contractor Project Manager

- 7.2.1 Contractor Project Manager is designated in Exhibit D (Contractor Administration) of this Contract. Contractor must notify County in writing of any change in the name or address of Contractor's Project Manager.
- 7.2.2 Contractor Project Manager will be responsible for the Contractor's day-to-day activities as related to this Contract and will meet and coordinate with County Project Manager on a regular basis.

7.3 Approval of Contractor's Staff

County has the absolute right to approve or disapprove all of Contractor's staff performing Work hereunder and any proposed changes in the Contractor's staff, including, but not limited to, the Contractor Project Manager.

7.4 Contractor's Staff Identification

All of Contractor's employees assigned to County facilities are required to have a County Identification (ID) badge, visible at all times. Contractor bears all expense of the badging.

- 7.4.1 Contractor is responsible to ensure that employees have obtained a County ID badge before they are assigned to work in a County facility. Contractor personnel may be asked by a County representative to leave a County facility if they do not have the proper County ID badge on their person and Contractor personnel must immediately comply with such request.
- 7.4.2 Contractor must notify the County within one business day when staff is terminated from working under this Contract. Contractor must retrieve and return an employee's County ID badge to the County on the next business day after the employee has terminated employment with the Contractor.
- 7.4.3 If County requests the removal of Contractor's staff, Contractor must retrieve and return an employee's County ID badge to the County on the next business day after the employee has been removed from working on the County's Contract.

7.5 Background and Security Investigations

- 7.5.1 Key staff, and any Contractor staff, with access to the County network or data under this Contract must undergo and pass, to the satisfaction of the County, a background investigation as a condition of beginning and continuing Work under this Contract.
- 7.5.2 County Project Director will schedule background investigations with the Department's Civilian Backgrounds Unit. All fees associated with obtaining the background information are borne by Contractor regardless of whether Contractor's staff passes or fails the background clearance investigation.
- 7.5.3 County may immediately, in its sole discretion, deny or terminate all access to both physical facilities and County systems and/or data, to any Contractor's staff, including Subcontractor staff, who do not pass such background investigation(s) to the satisfaction of the County and/or whose background or conduct is incompatible with County's facility access.
- 7.5.4 Disqualification, if any, of Contractor's staff, including Subcontractors' staff, pursuant to this Paragraph 7.5 (Background and Security Investigations) will not relieve Contractor of its obligation to complete all Work in accordance with the terms and conditions of this Contract.

7.6 Confidentiality

- 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.
- 7.6.2 Contractor must indemnify, defend, and hold harmless County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting, or professional fees, arising from, connected with, or related to any failure by Contractor, its officers, employees, agents, or subcontractors, to comply with this subparagraph 7.6 (Confidentiality), as determined by County in its sole judgment. Any legal defense pursuant to Contractor's indemnification obligations under this subparagraph 7.6 (Confidentiality) will be conducted by Contractor and performed by counsel selected by Contractor and approved by County. Notwithstanding the preceding sentence, County will have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails to provide County with a full and adequate defense, as determined by County in its sole judgment, County will be entitled to retain its own counsel, including, without limitation, County Counsel, and to reimbursement from Contractor for all such costs and expenses incurred by County in doing so. Contractor will not have the right to enter into any settlement, agree to any injunction, or make any admission, in each case, on behalf of County without County's prior written approval.
- 7.6.3 Contractor must inform all of its officers, employees, agents and subcontractors providing Services hereunder of the confidentiality provisions of this Contract.
- 7.6.4 Contractor must sign and adhere to the provisions of Exhibit E1 (Contractor Acknowledgement and Confidentiality Agreement) of this Contract.

Contractor will cause each employee performing Services covered by this Contract to sign and adhere to the provisions of Exhibit E2 (Contractor Employee Acknowledgment and Confidentiality Agreement) of this Contract.

-AND-

Contractor will cause each non-employee performing Services covered by this Contract to sign and adhere to the provisions of Exhibit E3 (Contractor Non-Employee Acknowledgment and Confidentiality Agreement) of this Contract.

8.0 STANDARD TERMS AND CONDITIONS

8.1 Amendments and Change Notices

- 8.1.1 For any change which does not materially affect the scope of Work, period of performance, term, Contract sum, payments, or any other term or condition of this Contract, a Change Notice to the Contract must be executed by Contractor Project Manager and County Project Director. Notwithstanding for any unforeseen Service cost requested by County utilizing contingency funds, a Change Notice to the Contract must be executed by the County Project Director and Contractor Project Manager.
- 8.1.2 For any change which materially affects the scope of Work, term, Contract sum, payments, or any term or condition included under this Contract, an Amendment to the Contract must be negotiated and executed by Contractor and the Board.
- 8.1.3 The Board or Chief Executive Officer may require the addition and/or change of certain terms and conditions in the Contract during the term of this Contract. County reserves the right to add and/or change such provisions as required by the Board or Chief Executive Officer. To implement such changes, an Amendment to the Contract must be prepared and executed by Contractor and the Sheriff.
- 8.1.4 Notwithstanding subparagraphs 8.1.1 through 8.1.3 above, for any (1) option term and (2) modifications pursuant to subparagraph 8.2 (Assignment and Delegation/Mergers or Acquisitions) of this Contract, an Amendment to this Contract shall be executed by Contractor and the Sheriff.

8.2 Assignment and Delegation/Mergers or Acquisitions

- 8.2.1 Contractor must notify the County of any pending acquisitions/mergers of its company unless otherwise legally prohibited from doing so. If Contractor is restricted from legally notifying the County of pending acquisitions/mergers, then it should notify the County of the actual acquisitions/mergers as soon as the law allows and provide to County the legal framework that restricted it from notifying County prior to the actual acquisitions/mergers.
- 8.2.2 Contractor must not assign, exchange, transfer, or delegate its rights or duties under this Contract, whether in whole or in part,

without the prior written consent of County, in its discretion, and any attempted assignment, delegation, or otherwise transfer of its rights or duties, without such consent will be null and void. For purposes of this subparagraph, County consent will require a written Amendment to this Contract, which is formally approved and executed by the parties. Any payments by County to any approved delegate or assignee on any claim under this Contract will be deductible, at County's sole discretion, against the claims, which Contractor may have against County.

- 8.2.3 Any assumption, assignment, delegation, or takeover of any of the Contractor's duties, responsibilities, obligations, or performance of same by any person or entity other than the Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without County's express prior written approval, will be a material breach of the Contract which may result in the termination of this Contract. In the event of such termination, County will be entitled to pursue the same remedies against Contractor as it could pursue in the event of default by Contractor.

8.3 Authorization Warranty

Contractor represents and warrants that the person executing this Contract for Contractor is an authorized agent who has actual authority to bind Contractor to each and every term, condition, and obligation of this Contract and that all requirements of Contractor have been fulfilled to provide such actual authority.

8.4 Budget Reductions

In the event that the Board adopts, in any fiscal year, a County Budget which provides for reductions in the salaries and benefits paid to the majority of County employees and imposes similar reductions with respect to County contracts, County reserves the right to reduce its payment obligation under this Contract correspondingly for that fiscal year and any subsequent fiscal year during the term of this Contract (including any extensions), and the Services to be provided by Contractor under this Contract will also be reduced correspondingly. The County's notice to Contractor regarding said reduction in payment obligation will be provided within 30 Days of the Board's approval of such actions. Except as set forth in the preceding sentence, Contractor must continue to provide all of the Services set forth in this Contract.

8.5 Complaints

Contractor must develop, maintain and operate procedures for receiving, investigating and responding to complaints.

- 8.5.1 Within 30 Business Days after the Contract effective date, Contractor must provide the County with Contractor's policy for receiving, investigating and responding to user complaints.
- 8.5.2 County will review Contractor's policy and provide Contractor with approval of said plan or with requested changes.
- 8.5.3 If County requests changes in Contractor's policy, Contractor must make such changes and resubmit the plan within five Business Days for County approval.
- 8.5.4 If, at any time, Contractor wishes to change Contractor's policy, Contractor must submit proposed changes to County for approval before implementation.
- 8.5.5 Contractor must preliminarily investigate all complaints and notify the County Project Manager of the status of the investigation within five Business Days of receiving the complaint.
- 8.5.6 When complaints cannot be resolved informally, a system of follow-through will be instituted which adheres to formal plans for specific actions and strict time deadlines.
- 8.5.7 Copies of all written responses must be sent to the County Project Manager within three Business Days of mailing to the complainant.

8.6 Compliance with Applicable Law

- 8.6.1 In the performance of this Contract, Contractor must comply with all applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures, and all provisions required thereby to be included in this Contract are hereby incorporated herein by reference.
- 8.6.2 Contractor must indemnify, defend, and hold harmless County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting or professional fees, arising from, connected with, or related to any failure by contractor, its officers, employees, agents, or subcontractors, to comply with any such laws, rules, regulations, ordinances, directives, guidelines, policies, or procedures, as determined by County in its sole judgment. Any legal defense pursuant to contractor's indemnification obligations under subparagraph 8.6 (Compliance with Applicable Law) will be conducted by Contractor and performed by counsel selected by Contractor and approved by County. Notwithstanding the preceding sentence, County will have the right to participate in any such defense at its sole cost and expense, except that in the event Contractor fails

to provide County with a full and adequate defense, as determined by County in its sole judgment, County will be entitled to retain its own counsel, including, without limitation, County Counsel, and to reimbursement from Contractor for all such costs and expenses incurred by County in doing so. Contractor will not have the right to enter into any settlement, agree to any injunction or other equitable relief, or make any admission, in each case, on behalf of County without County's prior written approval.

8.7 Compliance with Civil Rights Laws

Contractor hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, 42 USC Sections 2000 (e) (1) through 2000 (e) (17), to the end that no person will, on the grounds of race, creed, color, sex, religion, ancestry, age, condition of physical handicap, marital status, political affiliation, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract. Additionally, Contractor certifies to County:

1. Contractor has a written policy statement prohibiting discrimination in all phases of employment.
2. Contractor periodically conducts a self-analysis or utilization analysis of its work force.
3. Contractor has a system for determining if its employment practices are discriminatory against protected groups.
4. Where problem areas are identified in employment practices, Contractor has a system for taking reasonable corrective action, to include establishment of goals or timetables.

8.8 Compliance with the County's Jury Service Program

8.8.1 Jury Service Program

This Contract is subject to the provisions of the County's ordinance entitled Contractor Employee Jury Service ("Jury Service Program") as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code.

8.8.2 Written Employee Jury Service Policy

1. Unless Contractor has demonstrated to County's satisfaction either that Contractor is not a "Contractor" as defined under the Jury Service Program (Section 2.203.020 of the County Code) or that Contractor qualifies for an exception to the Jury Service Program (Section 2.203.070 of the County Code), Contractor must have and adhere to a written policy that provides that its Employees will receive from Contractor, on an annual basis, no less

than five days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such jury service with Contractor or that Contractor deduct from the Employee's regular pay the fees received for jury service.

2. For purposes of this subparagraph of this Contract, "Contractor" means a person, partnership, corporation or other entity which has a contract with County or a subcontract with a County contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts. "Employee" means any California resident who is a full-time employee of Contractor. "Full-time" means 40 hours or more worked per week, or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by County, or 2) Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary Services of 90 Days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If Contractor uses any subcontractor to perform Services for County under this Contract, the subcontractor will also be subject to the provisions of this subparagraph. The provisions of this subparagraph will be inserted into any such subcontract agreement and a copy of the Jury Service Program must be attached to the subcontract agreement.
3. If Contractor is not required to comply with the Jury Service Program when the Contract commences, Contractor will have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and Contractor must immediately notify County if Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if Contractor no longer qualifies for an exception to the Jury Service Program. In either event, Contractor must immediately implement a written policy consistent with the Jury Service Program. County may also require, at any time during the Contract and at its sole discretion, that Contractor demonstrate, to County's satisfaction that Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that Contractor continues to qualify for an exception to the Program.
4. Contractor's violation of this subparagraph of the Contract may constitute a material breach of this Contract. In the

event of such material breach, County may, in its sole discretion, terminate the Contract and/or bar Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach.

8.9 Conflict of Interest

8.9.1 No County employee whose position with the County enables such employee to influence the award of this Contract or any competing Contract, and no spouse or economic dependent of such employee, will be employed in any capacity by Contractor or have any other direct or indirect financial interest in this Contract. No officer or employee of Contractor who may financially benefit from the performance of Work hereunder will in any way participate in the County's approval, or ongoing evaluation, of such Work, or in any way attempt to unlawfully influence the County's approval or ongoing evaluation of such Work.

8.9.2 Contractor must comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter to be enacted during the term of this Contract. Contractor warrants that it is not now aware of any facts that create a conflict of interest. If Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it must immediately make full written disclosure of such facts to County. Full written disclosure must include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this subparagraph will be a material breach of this Contract.

8.10 Consideration of Hiring County Employees Targeted for Layoffs or are on a County Re-Employment List

Should Contractor require additional or replacement personnel after the effective date of this Contract to perform the Services set forth herein, Contractor must give first consideration for such employment openings to qualified, permanent County employees who are targeted for layoff or qualified, former County employees who are on a re-employment list during the life of this Contract.

8.11 Consideration of Hiring GAIN/GROW 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 General Relief Opportunity for Work (GROW) Program who meet Contractor's

minimum qualifications for the open position. For this purpose, consideration will mean that Contractor will interview qualified candidates. The County will refer GAI/-GROW participants by job category to Contractor. Contractors must report all job openings with job requirements to: GAINGROW@DPSS.LACOUNTY.GOV and BSERVICES@WDACS.LACOUNTY.GOV and DPSS will refer qualified GAIN/GROW job candidates.

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

8.12 Contractor Responsibility and Debarment

8.12.1 Responsible Contractor

A responsible Contractor is a Contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily perform the Contract. It is the County's policy to conduct business only with responsible Contractors.

8.12.2 Chapter 2.202 of the County Code

Contractor is hereby notified that, in accordance with Chapter 2.202 of the County Code, if County acquires information concerning the performance of Contractor on this or other contracts which indicates that the Contractor is not responsible, the County may, in addition to other remedies provided in the Contract, debar Contractor from bidding or proposing on, or being awarded, and/or performing work on County contracts for a specified period of time, which generally will not exceed five years but may exceed five years or be permanent if warranted by the circumstances, and terminate any or all existing contracts Contractor may have with County.

8.12.3 Non-responsible Contractor

County may debar a Contractor if the Board finds, in its discretion, that the Contractor has done any of the following: 1) violated a term of a contract with County or a nonprofit corporation created by the County, 2) committed an act or omission which negatively reflects on Contractor's quality, fitness or capacity to perform a contract with the County, any other public entity, or a nonprofit corporation created by County, or engaged in a pattern or practice which negatively reflects on same, 3) committed an act or offense which indicates a lack of business integrity or business honesty, or 4) made or submitted a false claim against County or any other public entity.

8.12.4 Contractor Hearing Board

1. If there is evidence that Contractor may be subject to debarment, the Department will notify Contractor in writing of the evidence which is the basis for the proposed debarment and will advise Contractor of the scheduled date for a debarment hearing before the Contractor Hearing Board.
2. Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. Contractor and/or Contractor's representative will be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board will prepare a tentative proposed decision, which will contain a recommendation regarding whether the contractor should be debarred, and, if so, the appropriate length of time of the debarment. Contractor and the Department will be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board.
3. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision, and any other recommendation of the Contractor Hearing Board will be presented to the Board. The Board will have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.
4. If a Contractor has been debarred for a period longer than five years, that Contractor may after the debarment has been in effect for at least five years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that Contractor has adequately demonstrated one or more of the following: 1) elimination of the grounds for which the debarment was imposed; 2) a bona fide change in ownership or management; 3) material evidence discovered after debarment was imposed; or 4) any other reason that is in the best interests of County.
5. The Contractor Hearing Board will consider a request for review of a debarment determination only where 1) the contractor has been debarred for a period longer than five years; 2) the debarment has been in effect for at least five years; and 3) the request is in writing, states one or more of the grounds for reduction of the debarment period or termination of the debarment, and includes supporting

documentation. Upon receiving an appropriate request, Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, the Contractor Hearing Board will conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing will be conducted and the request for review decided by the Contractor Hearing Board pursuant to the same procedures as for a debarment hearing.

6. The Contractor Hearing Board's proposed decision will contain a recommendation on the request to reduce the period of debarment or terminate the debarment. The Contractor Hearing Board will present its proposed decision and recommendation to the Board. The Board will have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.

8.12.5 Subcontractors of Contractor

These terms will also apply to subcontractors of County contractors.

8.13 Contractor's Acknowledgement of County's Commitment to Safely Surrendered Baby Law

Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. Contractor understands that it is the County's policy to encourage all County contractors to voluntarily post Exhibit F (Safely Surrendered Baby Law) poster in a prominent position at Contractor's place of business. Contractor will also encourage its subcontractors, if any, to post this poster in a prominent position in the subcontractor's place of business. Information and posters for printing are available at <https://lacounty.gov/residents/family-services/child-safety/safe-surrender/>.

8.14 Contractor's Warranty of Adherence to County's Child Support Compliance Program

- 8.14.1 Contractor acknowledges that County has established a goal of ensuring that all individuals who benefit financially from the County through contracts are in compliance with their court-ordered child, family and spousal support obligations in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.
- 8.14.2 As required by the County's Child Support Compliance Program (County Code Chapter 2.200) and without limiting Contractor's duty under this Contract to comply with all applicable provisions of law, Contractor warrants that it is now in compliance and will

during the term of this Contract, maintain compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and will implement all lawfully served Wage and Earnings Withholding Orders or Child Support Services Department Notices of Wage and Earnings Assignment for Child, Family or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b).

8.15 County's Quality Assurance Plan

County or its agent(s) will monitor Contractor's performance under this Contract on not less than an annual basis. Such monitoring will include assessing Contractor's compliance with all Contract terms and conditions and performance standards. Contractor deficiencies which County determines are significant or continuing and that may place performance of the Contract in jeopardy if not corrected will be reported to the Board and listed in the appropriate contractor performance database. The report to the Board will include improvement/corrective action measures taken by County and Contractor. If improvement does not occur consistent with the corrective action measures, County may terminate this Contract or impose other penalties as specified in this Contract.

8.16 Damage to County Facilities, Buildings or Grounds

- 8.16.1 Contractor will repair, or cause to be repaired, at its own cost, any and all damage to County facilities, buildings, or grounds caused by Contractor or employees or agents of Contractor. Such repairs must be made immediately after Contractor has become aware of such damage, but in no event later than 30 Days after the occurrence.
- 8.16.2 If Contractor fails to make timely repairs, County may make any necessary repairs. All costs incurred by County, as determined by County, for such repairs must be repaid by Contractor by cash payment upon demand.

8.17 Employment Eligibility Verification

- 8.17.1 Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing Work under this Contract meet the citizenship or alien status requirements set forth in Federal and State statutes and regulations. Contractor must obtain, from all employees performing Work hereunder, all verification and other documentation of employment eligibility status required by Federal and State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, (P.L.

99-603), or as they currently exist and as they may be hereafter amended. Contractor must retain all such documentation for all covered employees for the period prescribed by law.

- 8.17.2 Contractor must indemnify, defend, and hold harmless, County, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against Contractor or the County or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing Work under this Contract.

8.18 Counterparts and Electronic Signatures and Representations

- 8.18.1 This Contract may be executed in two or more counterparts, each of which will be deemed an original but all of which together will constitute one and the same Contract. The facsimile, email or electronic signature of the parties will be deemed to constitute original signatures, and facsimile or electronic copies hereof will be deemed to constitute duplicate originals.
- 8.18.2 County and the Contractor hereby agree to regard electronic representations of original signatures of authorized officers of each party, when appearing in appropriate places on the Amendments and Change Notices prepared pursuant to subparagraph 8.1 (Amendments and Change Notices) and received via communications facilities (facsimile, email or electronic signature), as legally sufficient evidence that such legally binding signatures have been affixed to Amendments and Change Notices to this Contract.

8.19 Fair Labor Standards

Contractor must comply with all applicable provisions of the Federal Fair Labor Standards Act and must indemnify, defend, and hold harmless County and its agents, officers, and employees from any and all liability, including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law, including, but not limited to, the Federal Fair Labor Standards Act, for Work performed by the Contractor's employees for which County may be found jointly or solely liable.

8.20 Force Majeure

- 8.20.1 Neither party will be liable for such party's failure to perform its obligations under and in accordance with this Contract, if such failure arises out of fires, floods, epidemics, quarantine restrictions, other natural occurrences, strikes, lockouts (other than a lockout by such party or any of such party's subcontractors), freight embargoes, or other similar events to

those described above, but in every such case the failure to perform must be totally beyond the control and without any fault or negligence of such party (such events are referred to in this paragraph as "force majeure events").

- 8.20.2 Notwithstanding the foregoing, a default by a subcontractor of Contractor will not constitute a force majeure event, unless such default arises out of causes beyond the control of both Contractor and such subcontractor, and without any fault or negligence of either of them. In such case, Contractor will not be liable for failure to perform, unless the goods or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required performance schedule. As used in this subparagraph, the term "subcontractor" and "subcontractors" mean subcontractors at any tier.
- 8.20.3 In the event Contractor's failure to perform arises out of a force majeure event, Contractor agrees to use commercially reasonable best efforts to obtain goods or services from other sources, if applicable, and to otherwise mitigate the damages and reduce the delay caused by such force majeure event.

8.21 Governing Law, Jurisdiction, and Venue

This Contract will be governed by, and construed in accordance with, the laws of the State of California. Contractor agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Contract and further agrees and consents that venue of any action brought hereunder will be exclusively in the County of Los Angeles.

8.22 Independent Contractor Status

- 8.22.1 This Contract is by and between County and Contractor and is not intended, and must not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between the County and Contractor. The employees and agents of one party must not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.
- 8.22.2 Contractor will be solely liable and responsible for providing to, or on behalf of, all persons performing Work pursuant to this Contract all compensation and benefits. County will have no liability or responsibility for the payment of any salaries, wages, unemployment benefits, disability benefits, Federal, State, or local taxes, or other compensation, benefits, or taxes for any personnel provided by or on behalf of Contractor.
- 8.22.3 Contractor understands and agrees that all persons performing Work pursuant to this Contract are, for purposes of Workers'

Compensation liability, solely employees of Contractor and not employees of the County. Contractor will be solely liable and responsible for furnishing any and all Workers' Compensation benefits to any person as a result of any injuries arising from or connected with any Work performed by or on behalf of Contractor pursuant to this Contract.

- 8.22.4 Contractor must adhere to the provisions stated in subparagraph 7.6 (Confidentiality) of this Contract.

8.23 Indemnification

Contractor must indemnify, defend and hold harmless the County, its Special Districts, elected and appointed officers, employees, agents and volunteers (County Indemnitees) from and against any and all liability, including but not limited to demands, claims, actions, fees, costs and expenses (including attorney and expert witness fees), arising from and/or relating to this Contract, except for such loss or damage arising from the sole negligence or willful misconduct of County indemnitees.

8.24 General Provisions for all Insurance Coverage

- 8.24.1 Without limiting Contractor's indemnification of County, and in the performance of this Contract and until all of its obligations pursuant to this Contract have been met, Contractor must provide and maintain at its own expense insurance coverage satisfying the requirements specified in subparagraphs 8.24 (General Provisions for all Insurance Coverage) and 8.25 (Insurance Coverage) of this Contract. These minimum insurance coverage terms, types and limits (the "Required Insurance") also are in addition to and separate from any other contractual obligation imposed upon Contractor pursuant to this Contract. County in no way warrants that the Required Insurance is sufficient to protect the Contractor for liabilities which may arise from or relate to this Contract.

8.24.2 Evidence of Coverage and Notice to County

1. Certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming County and its Agents (defined below) has been given Insured status under Contractor's General Liability policy, must be delivered to County at the address shown below and provided prior to commencing Services under this Contract.
2. Renewal Certificates must be provided to County not less than ten Days prior to Contractor's policy expiration dates. County reserves the right to obtain complete, certified

copies of any required Contractor and/or sub-contractor insurance policies at any time.

3. Certificates must identify all Required Insurance coverage types and limits specified herein, reference this Contract by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate must match the name of Contractor identified as the contracting party in this Contract. Certificates must provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding \$50,000, and list any County required endorsement forms.
4. Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by Contractor, its insurance broker(s) and/or insurer(s), will be construed as a waiver of any of the Required Insurance provisions.
5. Certificates and copies of any required endorsements must be sent to County Contract Compliance listed in Exhibit C (County Administration) of this Contract.
6. Contractor also must promptly report to County any injury or property damage accident or incident, including any injury to a Contractor employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to contractor. Contractor also must promptly notify County of any third party claim or suit filed against contractor or any of its subcontractors which arises from or relates to this Contract and could result in the filing of a claim or lawsuit against contractor and/or County.

8.24.3 Additional Insured Status and Scope of Coverage

County, its Special Districts, Elected Officials, Officers, Agents, employees and volunteers (collectively County and its Agents) must be provided additional insured status under Contractor's General Liability policy with respect to liability arising out of Contractor's ongoing and completed operations performed on behalf of the County. County and its Agents additional insured status must apply with respect to liability and defense of suits arising out of the Contractor's acts or omissions, whether such liability is attributable to Contractor or to County. The full policy limits and scope of protection also must apply to County and its

Agents as an additional insured, even if they exceed County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

8.24.4 Cancellation of or Changes in Insurance

Contractor must provide County with, or Contractor's insurance policies must contain a provision that County will receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice must be provided to County at least ten Days in advance of cancellation for non-payment of premium and 30 Days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of this Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract.

8.24.5 Failure to Maintain Insurance

Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance will constitute a material breach of this Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to Contractor or pursue Contractor reimbursement.

8.24.6 Insurer Financial Ratings

Coverage must be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.

8.24.7 Contractor's Insurance Must Be Primary

Contractor's insurance policies, with respect to any claims related to this Contract, must be primary with respect to all other sources of coverage available to Contractor. Any County maintained insurance or self-insurance coverage must be in excess of and not contribute to any Contractor coverage.

8.24.8 Waivers of Subrogation

To the fullest extent permitted by law, the Contractor hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this Contract. Contractor must require its insurers to

execute any waiver of subrogation endorsements which may be necessary to effect such waiver.

8.24.9 Subcontractor Insurance Coverage Requirements

Contractor must include all subcontractors as insureds under Contractor's own policies or must provide County with each subcontractor's separate evidence of insurance coverage. Contractor will be responsible for verifying each subcontractor complies with the Required Insurance provisions herein and must require that each subcontractor name County and Contractor as additional insureds on the subcontractor's General Liability policy. Contractor must obtain County's prior review and approval of any subcontractor request for modification of the Required Insurance.

8.24.10 Deductibles and Self-Insured Retentions (SIRs)

Contractor's policies will not obligate County to pay any portion of any Contractor deductible or SIR. County retains the right to require Contractor to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing Contractor's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond must be executed by a corporate surety licensed to transact business in the State of California.

8.24.11 Claims Made Coverage

If any part of the Required Insurance is written on a claims made basis, any policy retroactive date will precede the effective date of this Contract. Contractor understands and agrees it will maintain such coverage for a period of not less than three years following Contract expiration, termination or cancellation.

8.24.12 Application of Excess Liability Coverage

Contractors may use a combination of primary, and excess insurance policies which provide coverage as broad as ("follow form" over) the underlying primary policies, to satisfy the Required Insurance provisions.

8.24.13 Separation of Insureds

All liability policies must provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

8.24.14 Alternative Risk Financing Programs

County reserves the right to review, and then approve, Contractor use of self-insurance, risk retention groups, risk purchasing

groups, pooling arrangements and captive insurance to satisfy the Required Insurance provisions. County and its Agents must be designated as an Additional Covered Party under any approved program.

8.24.15 County Review and Approval of Insurance Requirements

County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

8.25 Insurance Coverage

8.25.1 Commercial General Liability insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and its Agents as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

8.25.2 Automobile Liability insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance must cover liability arising out of contractor's use of autos pursuant to this Contract, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

8.25.3 Workers Compensation and Employers' Liability insurance or qualified self- insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also must include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming County as the Alternate Employer. The written notice must be provided to County at least ten Days in advance of cancellation for non-payment of premium and 30 Days in advance for any other cancellation or policy change. If applicable to Contractor's operations, coverage also must be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

Professional Liability-Errors and Omissions insurance covering Contractor's liability arising from or related to this

Contract, with limits of not less than \$1 million per claim and \$2 million aggregate. Further, Contractor understands and agrees it must maintain such coverage for a period of not less than three years following this Contract's expiration, termination or cancellation.

8.26 Liquidated Damages

- 8.26.1 If, in the judgment of the County Project Director or County Project Manager Contractor is deemed to be non-compliant with the terms and obligations assumed hereby, the County Project Director or County Project Manager at his/her option, in addition to, or in lieu of, other remedies provided herein, may withhold the entire monthly payment or deduct pro rata from the contractor's invoice for Work not performed. A description of the Work not performed and the amount to be withheld or deducted from payments to Contractor from County, will be forwarded to Contractor by County Project Director or County Project Manager in a written notice describing the reasons for said action.
- 8.26.2 If the County Project Director or County Project Manager determines that there are deficiencies in the performance of this Contract that the County Project Director or County Project Manager deems are correctable by Contractor over a certain time span, the County Project Director or County Project Manager will provide a written notice to Contractor to correct the deficiency within specified time frames. Should Contractor fail to correct deficiencies within said time frame, the County Project Director or County Project Manager may:
1. Deduct from Contractor's payment, pro rata, those applicable portions of the Monthly Contract Sum; and/or
 2. Deduct liquidated damages. The parties agree that it will be impracticable or extremely difficult to fix the extent of actual damages resulting from the failure of Contractor to correct a deficiency within the specified time frame. The parties hereby agree that under the current circumstances a reasonable estimate of such damages is \$100 per day per infraction and that Contractor will be liable to the County for liquidated damages in said amount. Said amount will be deducted from the County's payment to Contractor; and/or
 3. Upon giving five Days notice to Contractor for failure to correct the deficiencies, County may correct any and all deficiencies and the total costs incurred by County for completion of the Work by an alternate source, whether it be County forces or separate private contractor, will be deducted and forfeited

from the payment to Contractor from County, as determined by County.

- 8.26.3 The action noted in subparagraph 8.26.2 must not be construed as a penalty, but as adjustment of payment to Contractor to recover County cost due to the failure of Contractor to complete or comply with the provisions of this Contract.
- 8.26.4 This subparagraph must not, in any manner, restrict or limit County's right to damages for any breach of this Contract provided by law or as specified in the PRS or subparagraph 8.26.2, and must not, in any manner, restrict or limit County's right to terminate this Contract as agreed to herein.

8.27 Most Favored Public Entity

If Contractor's prices decline or should the Contractor at any time during the term of this Contract provide the same goods or services under similar quantity and delivery conditions to the State of California or any county, municipality, or district of the State at prices below those set forth in this Contract, then such lower prices must be immediately extended to County.

8.28 Nondiscrimination and Affirmative Action

- 8.28.1 Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and will be treated equally without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State anti discrimination laws and regulations.
- 8.28.2 Contractor certifies to County each of the following:
 - 1. That Contractor has a written policy statement prohibiting discrimination in all phases of employment.
 - 2. That Contractor periodically conducts a self-analysis or utilization analysis of its work force.
 - 3. That Contractor has a system for determining if its employment practices are discriminatory against protected groups.
 - 4. Where problem areas are identified in employment practices, Contractor has a system for taking reasonable corrective action, to include establishment of goals or timetables.
- 8.28.3 Contractor must take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable

Federal and State anti-discrimination laws and regulations. Such action must include, but is not limited to: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

- 8.28.4 Contractor certifies and agrees that it will deal with its subcontractors, bidders, or vendors without regard to or because of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation.
- 8.28.5 Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies will comply with all applicable Federal and State laws and regulations to the end that no person will, on the grounds of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.
- 8.28.6 Contractor will allow County representatives access to Contractor's employment records during regular business hours to verify compliance with the provisions of this subparagraph 8.28 (Nondiscrimination and Affirmative Action) when so requested by County.
- 8.28.7 If County finds that any provisions of this subparagraph 8.28 (Nondiscrimination and Affirmative Action) have been violated, such violation will constitute a material breach of this Contract upon which County may terminate or suspend this Contract. While County reserves the right to determine independently that the anti-discrimination provisions of this Contract have been violated, in addition, a determination by the California Fair Employment and Housing Commission or the Federal Equal Employment Opportunity Commission that Contractor has violated Federal or State anti-discrimination laws or regulations will constitute a finding by the County that Contractor has violated the anti-discrimination provisions of this Contract.
- 8.28.8 The parties agree that in the event Contractor violates any of the anti- discrimination provisions of this Contract, County will, at its sole option, be entitled to the sum of \$500 for each such violation pursuant to California Civil Code Section 1671 as liquidated damages in lieu of terminating or suspending this Contract.

8.29 Non Exclusivity

Nothing herein is intended nor will be construed as creating any exclusive arrangement with Contractor. This Contract will not restrict County from

acquiring similar, equal or like goods and/or services from other entities or sources.

8.30 Notice of Delays

Except as otherwise provided under this Contract, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Contract, that party must, within one Business Day, give notice thereof, including all relevant information with respect thereto, to the other party.

8.31 Notice of Disputes

Contractor must bring to the attention of the County Project Manager or County Project Director any dispute between the County and Contractor regarding the performance of Services as stated in this Contract. If the County Project Manager or County Project Director is not able to resolve the dispute, the Sheriff will resolve it.

8.32 Notice to Employees Regarding the Federal Earned Income Credit

Contractor must notify its employees, and will require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the federal income tax laws. Such notice must be provided in accordance with the requirements set forth in Internal Revenue Service Notice No. 1015.

8.33 Notice to Employees Regarding the Safely Surrendered Baby Law

Contractor must notify and provide to its employees, and will require each subcontractor to notify and provide to its employees, information regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The information is set forth in Exhibit F (Safely Surrendered Baby Law) of this Contract. Additional information is available at <https://lacounty.gov/residents/family-services/child-safety/safe-surrender/>.

8.34 Notices

All notices or demands required or permitted to be given or made under this Contract must be in writing and will be hand delivered with signed receipt or mailed by first class registered or certified mail, postage prepaid, addressed to the parties as identified in Exhibit C (County Administration) and Exhibit D (Contractor Administration) of this Contract. Addresses may be changed by either party giving ten Days prior written notice thereof to the other party. The County Project Director or County Project Manager will have the authority to issue all notices or demands required or permitted by County under this Contract.

8.35 Prohibition Against Inducement or Persuasion

Notwithstanding the above, Contractor and County agree that, during the term of this Contract and for a period of one year thereafter, neither party

will in any way intentionally induce or persuade any employee of one party to become an employee or agent of the other party. No bar exists against any hiring action initiated through a public announcement.

8.36 Public Records Act

8.36.1 Any documents submitted by Contractor; all information obtained in connection with the County's right to audit and inspect Contractor's documents, books, and accounting records pursuant to subparagraph 8.38 (Record Retention and Inspection-Audit Settlement) of this Contract; as well as those documents which were required to be submitted in response to the Request for Proposals (RFP) used in the solicitation process for this Contract, become the exclusive property of County. All such documents become a matter of public record and will be regarded as public records. Exceptions will be those elements in the California Government Code Section 6250 et seq. (Public Records Act) and which are marked "trade secret", "confidential", or "proprietary". County will not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction.

8.36.2 In the event the County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "trade secret", "confidential", or "proprietary", Contractor agrees to defend and indemnify County from all costs and expenses, including reasonable attorney's fees, in action or liability arising under the Public Records Act.

8.37 Publicity

8.37.1 Contractor must not disclose any details in connection with this Contract to any person or entity except as may be otherwise provided hereunder or required by law. However, in recognizing Contractor's need to identify its services and related clients to sustain itself, County will not inhibit Contractor from publishing its role under this Contract within the following conditions:

1. Contractor must develop all publicity material in a professional manner; and
2. During the term of this Contract, Contractor will not, and will not authorize another to, publish or disseminate any commercial advertisements, press releases, feature articles, or other materials using the name of the County without the prior written consent of the County Project Director. County will not unreasonably withhold written consent.

- 8.37.2 Contractor may, without the prior written consent of County, indicate in its proposals and sales materials that it has been awarded this Contract with the County of Los Angeles, provided that the requirements of this subparagraph 8.37 (Publicity) will apply.

8.38 Record Retention and Inspection-Audit Settlement

- 8.38.1 Contractor must maintain accurate and complete financial records of its activities and operations relating to this Contract in accordance with generally accepted accounting principles. Contractor must also maintain accurate and complete employment and other records relating to its performance of this Contract. Contractor agrees that County, or its authorized representatives, will have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, activity, or record relating to this Contract. All such material, including, but not limited to, all financial records, bank statements, cancelled checks or other proof of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, will be kept and maintained by Contractor and will be made available to County during the term of this Contract and for a period of five years thereafter unless County's written permission is given to dispose of any such material prior to such time. All such material must be maintained by Contractor at a location in Los Angeles County, provided that if any such material is located outside Los Angeles County, then, at County's option, Contractor will pay County for travel, per diem, and other costs incurred by County to examine, audit, excerpt, copy, or transcribe such material at such other location.
- 8.38.2 In the event that an audit of the Contractor is conducted specifically regarding this Contract by any Federal or State auditor, or by any auditor or accountant employed by Contractor or otherwise, then Contractor must file a copy of such audit report with the County's Auditor Controller within 30 Days of Contractor's receipt thereof, unless otherwise provided by applicable Federal or State law or under this Contract. Subject to applicable law, County will make a reasonable effort to maintain the confidentiality of such audit report(s)
- 8.38.3 Failure on the part of Contractor to comply with any of the provisions of this subparagraph 8.38 (Record Retention and Inspection-Audit Settlement) will constitute a material breach of this Contract upon which County may terminate or suspend this Contract.

- 8.38.4 If, at any time during the term of this Contract or within five years after the expiration or termination of this Contract, representatives of County conduct an audit of the Contractor regarding the Work performed under this Contract, and if such audit finds that County's dollar liability for any such Work is less than payments made by County to Contractor, then the difference must be either: a) repaid by Contractor to County by cash payment upon demand or b) at the sole option of County's Auditor-Controller, deducted from any amounts due to Contractor from County, whether under this Contract or otherwise. If such audit finds that County's dollar liability for such Work is more than the payments made by County to Contractor, then the difference will be paid to Contractor by County by cash payment, provided that in no event will County's maximum obligation for this Contract exceed the funds appropriated by County for the purpose of this Contract.

8.39 Recycled Bond Paper

Consistent with the Boards' policy to reduce the amount of solid waste deposited at County landfills, Contractor agrees to use recycled-content paper to the maximum extent possible on this Contract.

8.40 Subcontracting

- 8.40.1 The requirements of this Contract may not be subcontracted by Contractor without the advance approval of County. Any attempt by Contractor to subcontract without the prior consent of County may be deemed a material breach of this Contract.
- 8.40.2 If Contractor desires to subcontract, Contractor must provide the following information promptly at County's request:
1. A description of the Work to be performed by the subcontractor.
 2. A draft copy of the proposed subcontract; and
 3. Other pertinent information and/or certifications requested by County.
- 8.40.3 Contractor must indemnify, defend, and hold County harmless with respect to the activities of each and every subcontractor in the same manner and to the same degree as if such subcontractor(s) were Contractor employees.
- 8.40.4 Contractor will remain fully responsible for all performances required of it under this Contract, including those that Contractor has determined to subcontract, notwithstanding County's approval of Contractor's proposed subcontract.

- 8.40.5 County's consent to subcontract will not waive County's right to prior and continuing approval of any and all personnel, including subcontractor employees, providing Services under this Contract. Contractor is responsible to notify its subcontractors of this County right.
- 8.40.6 The County Project Director is authorized to act for and on behalf of County with respect to approval of any subcontract and subcontractor employees. After approval of the subcontract by County, Contractor must forward a fully executed subcontract to County for their files.
- 8.40.7 Contractor will be solely liable and responsible for all payments or other compensation to all subcontractors and their officers, employees, agents, and successors in interest arising through Services performed hereunder, notwithstanding County's consent to subcontract.
- 8.40.8 Contractor must obtain certificates of insurance, which establish that the subcontractor maintains all the programs of insurance required by County from each approved subcontractor. Before any subcontractor employee may perform any work hereunder, Contractor must ensure delivery of all such documents to Contract Compliance Manager listed in Exhibit C (County Administration) of this Contract before any subcontractor may perform any Work hereunder.

8.41 Termination for Breach of Warranty to Maintain Compliance with County's Child Support Compliance Program

Failure of Contractor to maintain compliance with the requirements set forth in subparagraph 8.14 (Contractor's Warranty of Adherence to County's Child Support Compliance Program) will constitute default under this Contract. Without limiting the rights and remedies available to County under any other provision of this Contract, failure of Contractor to cure such default within 90 Days of written notice will be grounds upon which County may terminate this Contract pursuant to subparagraph 8.43 (Termination for Default) and pursue debarment of Contractor, pursuant to County Code Chapter 2.202.

8.42 Termination for Convenience

- 8.42.1 This Contract may be terminated, in whole or in part, from time to time, when such action is deemed by County, in its sole discretion, to be in its best interest. Termination of Work hereunder will be effected by notice of termination to Contractor specifying the extent to which performance of Work is terminated and the date upon which such termination becomes effective. The date upon which such termination becomes effective will be no less than ten Days after the notice is sent.

- 8.42.2 After receipt of a notice of termination and except as otherwise directed by County, Contractor must:
1. Stop Work under this Contract on the date and to the extent specified in such notice, and
 2. Complete performance of such part of the Work as would not have been terminated by such notice.
- 8.42.3 All material including books, records, documents, or other evidence bearing on the costs and expenses of Contractor under this Contract must be maintained by the contractor in accordance with subparagraph 8.38 (Record Retention and Inspection-Audit Settlement) of this Contract.

8.43 Termination for Default

- 8.43.1 County may, by written notice to Contractor, terminate the whole or any part of this Contract, if, in the judgment of County Project Director:
1. Contractor has materially breached this Contract; or
 2. Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other Work required either under this Contract; or
 3. Contractor fails to demonstrate a high probability of timely fulfillment of performance requirements under this Contract, or of any obligations of this Contract and in either case, fails to demonstrate convincing progress toward a cure within five Days (or such longer period as County may authorize in writing) after receipt of written notice from County specifying such failure.
- 8.43.2 In the event that County terminates this Contract in whole or in part as provided in subparagraph 8.43.1, County may procure, upon such terms and in such manner as County may deem appropriate, goods and services similar to those so terminated. Contractor will be liable to County for any and all excess costs incurred by County, as determined by County, for such similar goods and services. Contractor will continue the performance of this Contract to the extent not terminated under the provisions of this subparagraph.
- 8.43.3 Except with respect to defaults of any subcontractor, Contractor will not be liable for any such excess costs of the type identified in subparagraph 8.43.2 if its failure to perform this Contract arises out of causes beyond the control and without the fault or negligence of Contractor. Such causes may include, but are not limited to: acts of God or of the public enemy, acts of County in either its sovereign or contractual capacity, acts of Federal or

State governments in their sovereign capacities, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of Contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both Contractor and subcontractor, and without the fault or negligence of either of them, Contractor will not be liable for any such excess costs for failure to perform, unless the goods or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required performance schedule. As used in this subparagraph, the term "subcontractor(s)" means subcontractor(s) at any tier.

- 8.43.4 If, after County has given notice of termination under the provisions of subparagraph 8.43 (Termination for Default) of this Contract it is determined by County that Contractor was not in default under the provisions of subparagraph 8.43 (Termination for Default) of this Contract or that the default was excusable under the provisions of subparagraph 8.43.3, the rights and obligations of the parties will be the same as if the notice of termination had been issued pursuant to subparagraph 8.42 (Termination for Convenience) of this Contract.
- 8.43.5 The rights and remedies of County provided in this subparagraph 8.43 (Termination for Default) will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.44 Termination for Improper Consideration

- 8.44.1 County may, by written notice to Contractor, immediately terminate the right of Contractor to proceed under this Contract if it is found that consideration, in any form, was offered or given by Contractor, either directly or through an intermediary, to any County officer, employee, or agent with the intent of securing this Contract or securing favorable treatment with respect to the award, amendment, or extension of this Contract or the making of any determinations with respect to the Contractor's performance pursuant to this Contract. In the event of such termination, County will be entitled to pursue the same remedies against the contractor as it could pursue in the event of default by Contractor.
- 8.44.2 Contractor must immediately report any attempt by a County officer or employee to solicit such improper consideration. The report must be made either to the County manager charged with

the supervision of the employee or to the County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.

- 8.44.3 Among other items, such improper consideration may take the form of cash, discounts, services, the provision of travel or entertainment, or tangible gifts.

8.45 Termination for Insolvency

- 8.45.1 County may terminate this Contract forthwith in the event of the occurrence of any of the following:

1. Insolvency of Contractor. Contractor will be deemed to be insolvent if it has ceased to pay its debts for at least 60 Days in the ordinary course of business or cannot pay its debts as they become due, whether or not a petition has been filed under the Federal Bankruptcy Code and whether or not Contractor is insolvent within the meaning of the Federal Bankruptcy Code;
2. The filing of a voluntary or involuntary petition regarding Contractor under the Federal Bankruptcy Code;
3. The appointment of a Receiver or Trustee for Contractor; or
4. The execution by Contractor of a general assignment for the benefit of creditors.

- 8.45.2 The rights and remedies of County provided in this subparagraph 8.45 (Termination for Insolvency) of this Contract will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.46 Termination for Non-Adherence of County Lobbyist Ordinance

Contractor, and each County Lobbyist or County Lobbying firm as defined in County Code Section 2.160.010 retained by Contractor, must fully comply with the County's Lobbyist Ordinance, County Code Chapter 2.160. Failure on the part of Contractor or any County Lobbyist or County Lobbying firm retained by Contractor to fully comply with the County's Lobbyist Ordinance will constitute a material breach of this Contract, upon which County may in its sole discretion, immediately terminate or suspend this Contract.

8.47 Termination for Non-Appropriation of Funds

Notwithstanding any other provision of this Contract, the County will not be obligated for Contractor's performance hereunder or by any provision of this Contract during any of County's future fiscal years unless and until the Board appropriates funds for this Contract in the County's Budget for each such future fiscal year. In the event that funds are not appropriated for this Contract, then this Contract will terminate as of June 30 of the last fiscal year for which funds were appropriated. County will notify Contractor in writing of any such non-allocation of funds at the earliest possible date.

8.48 Validity

If any provision of this Contract or the application thereof to any person or circumstance is held invalid, the remainder of this Contract and the application of such provision to other persons or circumstances will not be affected thereby.

8.49 Waiver

No waiver by County of any breach of any provision of this Contract will constitute a waiver of any other breach or of such provision. Failure of County to enforce at any time, or from time to time, any provision of this Contract will not be construed as a waiver thereof. The rights and remedies set forth in this subparagraph 8.49 (Waiver) will not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8.50 Warranty Against Contingent Fees

8.50.1 Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon any Contract or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by Contractor for the purpose of securing business.

8.50.2 For breach of this warranty, the County will have the right to terminate this Contract and, at its sole discretion, deduct from the Contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

8.51 Warranty of Compliance with County's Defaulted Property Tax Reduction Program

8.51.1 Contractor acknowledges that County has established a goal of ensuring that all individuals and businesses that benefit financially from County through contract are current in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.

8.51.2 Unless Contractor qualifies for an exemption or exclusion, Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this Contract will maintain compliance, with Los Angeles County Code Chapter 2.206.

8.52 Termination for Breach of Warranty to Maintain Compliance with County's Defaulted Property Tax Reduction Program

Failure of Contractor to maintain compliance with the requirements set forth in subparagraph 8.51 (Warranty of Compliance with County's Defaulted Property Tax Reduction Program) of this Contract will constitute default under this Contract. Without limiting the rights and remedies available to County under any other provision of this Contract, failure of Contractor to cure such default within ten Days of notice will be grounds upon which County may terminate this Contract and/or pursue debarment of Contractor, pursuant to Los Angeles County Code Chapter 2.206.

8.53 Time Off for Voting

Contractor must notify its employees and must require each subcontractor to notify and provide to its employees, information regarding the time off for voting law ([Elections Code Section 14000](#)). Not less than ten Days before every statewide election, every Contractor and subcontractors must keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of [Section 14000](#).

8.54 Compliance with County's Zero Tolerance Policy on Human Trafficking

- 8.54.1 Contractor acknowledges that County has established a Zero Tolerance Policy on Human Trafficking prohibiting Contractors from engaging in human trafficking.
- 8.54.2 If a Contractor or member of Contractor's staff is convicted of a human trafficking offense, County will require that Contractor or member of Contractor's staff be removed immediately from performing Services under the Contract. County will not be under any obligation to disclose confidential information regarding the offenses other than those required by law.
- 8.54.3 Disqualification of any member of Contractor's staff pursuant to this subparagraph will not relieve Contractor of its obligation to complete all Work in accordance with the terms and conditions of this Contract.

8.55 Intentionally Omitted

8.56 Compliance with Fair Chance Employment Hiring Practices

Contractor, and its subcontractors, must comply with fair chance employment hiring practices set forth in California Government Code Section 12952. Contractor's violation of this subparagraph of the Contract may constitute a material breach of the Contract. In the event of such material breach, County may, in its sole discretion, terminate the Contract.

8.57 Compliance with the County Policy of Equity

Contractor acknowledges that County takes its commitment to preserving the dignity and professionalism of the workplace very seriously, as set forth in the County Policy of Equity (CPOE) (<https://ceop.lacounty.gov/>). Contractor further acknowledges that County strives to provide a workplace free from discrimination, harassment, retaliation and inappropriate conduct based on a protected characteristic, and which may violate the CPOE. Contractor, its employees and subcontractors acknowledge and certify receipt and understanding of the CPOE. Failure of Contractor, its employees or its subcontractors to uphold County's expectations of a workplace free from harassment and discrimination, including inappropriate conduct based on a protected characteristic, may subject Contractor to termination of contractual agreements as well as civil liability.

8.58 Prohibition from Participation in Future Solicitation(s)

A Proposer, or a Contractor or its subsidiary or Subcontractor ("Proposer/Contractor"), is prohibited from submitting a bid or proposal in a County solicitation if the Proposer/Contractor has provided advice or consultation for the solicitation. A Proposer/Contractor is also prohibited from submitting a bid or proposal in a County solicitation if the Proposer/Contractor has developed or prepared any of the solicitation materials on behalf of County. A violation of this provision will result in the disqualification of Contractor/Proposer from participation in County solicitation or the termination or cancellation of any resultant County contract. This provision will survive the expiration, or other termination of this Contract.

8.59 Injury and Illness Prevention Program

Contractor will be required to comply with the State of California's Cal OSHA's regulations. California Code of Regulations Title 8 Section 3203 requires all California employers to have a written, effective Injury and Illness Prevention Program (IIPP) that addresses hazards pertaining to the particular workplace covered by the program.

9.0 UNIQUE TERMS AND CONDITIONS

9.1 Local Small Business Enterprise (LSBE) Preference Program

- 9.1.1 This Contract is subject to the provisions of County's ordinance entitled LSBE Preference Program, as codified in Chapter 2.204 of the Los Angeles County Code.
- 9.1.2 Contractor will not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a LSBE.

9.1.3 Contractor will not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a LSBE.

9.1.4 If Contractor has obtained certification as a LSBE by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Contract to which it would not otherwise have been entitled, will:

1. Pay to County any difference between the Contract amount and what County's costs would have been if the Contract had been properly awarded;
2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than ten percent of the amount of the Contract; and
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Non-responsibility and Contractor Debarment).

The above penalties will also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the State and the Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a Contract award.

9.2 Social Enterprise (SE) Preference Program

9.2.1 This Contract is subject to the provisions of County's ordinance entitled SE Preference Program, as codified in Chapter 2.205 of the Los Angeles County Code.

9.2.2 Contractor must not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a SE.

9.2.3 Contractor must not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a SE.

9.2.4 If Contractor has obtained County certification as a SE by reason of having furnished incorrect supporting information or by reason

of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Contract to which it would not otherwise have been entitled, Contractor will:

1. Pay to County any difference between the Contract amount and what the County's costs would have been if the Contract had been properly awarded;
2. In addition to the amount described in subdivision (1) above, the Contractor will be assessed a penalty in an amount of not more than ten percent of the amount of the Contract; and
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Non-responsibility and Contractor Debarment).

The above penalties will also apply to any entity that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a Contract award.

9.3 Disabled Veteran Business Enterprise (DVBE) Preference Program

- 9.3.1 This Contract is subject to the provisions of County's ordinance entitled DVBE Preference Program, as codified in Chapter 2.211 of the Los Angeles County Code.
- 9.3.2 Contractor must not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a DVBE.
- 9.3.3 Contractor must not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a DVBE.
- 9.3.4 If Contractor has obtained certification as a DVBE by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Contract to which it would not otherwise have been entitled, Contractor will:

1. Pay to the County any difference between the Contract amount and what the County's costs would have been if the Contract had been properly awarded;
2. In addition to the amount described in subdivision (1) above, Contractor will be assessed a penalty in an amount of not more than ten percent of the amount of the Contract; and
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Non-responsibility and Contractor Debarment).

Notwithstanding any other remedies in this Contract, the above penalties will also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the State and the Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a contract award.

10.0 Survival

In addition to any terms and conditions of this Contract that expressly survive expiration or termination of this Contract by their terms, the following provisions shall survive the expiration or termination of this Contract for any reason:

Paragraph 1.0 (Applicable Documents)

Paragraph 2.0 (Definitions)

Paragraph 3.0 (Work)

Subparagraph 5.4 (No Payment for Services Provided Following Expiration/Termination of Agreement)

Subparagraph 7.6 (Confidentiality)

Subparagraph 8.1 (Amendments and Change Notices)

Subparagraph 8.2 (Assignment and Delegation/Mergers or Acquisitions)

Subparagraph 8.6 (Compliance with Applicable Law)

Subparagraph 8.19 (Fair Labor Standards)

Subparagraph 8.20 (Force Majeure)

Subparagraph 8.21 (Governing Law, Jurisdiction, and Venue)

Subparagraph 8.23 (Indemnification)

Subparagraph 8.24 (General Provisions for all Insurance Coverage)

Subparagraph 8.25 (Insurance Coverage)

Subparagraph 8.26 (Liquidated Damages)

Subparagraph 8.34 (Notices)

Subparagraph 8.38 (Record Retention and Inspection/Audit Settlement)

Subparagraph 8.42 (Termination for Convenience)

Subparagraph 8.43 (Termination for Default)

Subparagraph 8.48 (Validity)

Subparagraph 8.49 (Wavier)

Subparagraph 8.58 (Prohibition from Participation in Future Solicitation(s))

Paragraph 10.0 (Survival)

DRAFT

**CONTRACT
BY AND BETWEEN
COUNTY OF LOS ANGELES
AND
9th WONDER GLOBAL, LLC
FOR
CONSULTING SERVICES**

IN WITNESS WHEREOF, Contractor has executed this Contract, or caused it to be duly executed and the County of Los Angeles, by order of its Board of Supervisors has caused this Contract to be executed on its behalf by the Chair of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first above written.

9TH WONDER GLOBAL, LLC

By _____

Name

Title

COUNTY OF LOS ANGELES

By _____

Chair, Board of Supervisors

ATTEST:

Celia Zavala, Executive Officer
of the Board of Supervisors

By _____

APPROVED AS TO FORM:
DAWYN R. HARRISON
County Counsel

By _____


Michele Jackson
Principal Deputy County Counsel

**CONTRACT FOR
CONSULTING SERVICES**

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STATEMENT OF WORK

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STATEMENT OF WORK

1.0 INTRODUCTION

- 1.1 The Los Angeles County (County) Sheriff's Department (Department) desires a timely, efficient, and targeted recruitment marketing plan. Under the direction of County Project Manager, Contractor will provide as-needed recruitment and advertising Consulting Services (Services) to the County for personnel with an emphasis on sworn staffing.
- 1.2 Contractor has, under prior contracts with the County, developed a robust lexicon of Department knowledge, and intimate understanding of the Department's operational challenges regarding recruitment and hiring. Additionally, Contractor is in possession of a wealth of Department knowledge including: candidate profiles that identify target demographics and key advertising markets, performance metrics from past Campaigns, knowledge of Department's social media presence and high-return ad design, messaging and placement.
- 1.3 Capitalized terms used in this Statement of Work (SOW) without the definition herein will have meanings given to such terms in Paragraph 2.0 (Definitions) of the Contract.

2.0 GOALS AND OBJECTIVES

- 2.1 Contractor must ensure that the overall goals and objectives of the Department's paid search and paid social media recruitment strategy is effective and will lead to new and invigorated stream of applicants. Furthermore, Contractor will utilize the structure and best performing creatives developed.
 1. Contractor must, through specific paid advertising efforts, increase the Department's social media presence, engagement rate, and following through enhanced creative guidelines and messaging.
 2. Contractor must increase the number of targeted, diverse and qualified applicants and rapidly deploy the necessary demographic data needed to attract such applicants.
 3. Contractor must utilize quality assurance tools to measure the performance of recruitment marketing efforts, e.g., measure the response (applicants and hires) to creatives, advertising Platform, placement, etc.

3.0 SCOPE OF WORK

- 3.1 Contractor must utilize existing target Department candidate profiles to further develop profiles established under prior County contracts, through the use of third-party software, existing experiences, market research, and competitive research to produce the highest Return on Ad Spend (ROAS) possible to attract qualified applicants.
- 3.2 Services shall include but not be limited to the following:
 1. Platform of paid advertisements (media-buys).

2. Campaign placement of media-buys using different Platform tools (Facebook stories, Facebook feeds, Instagram reels, etc.).
3. Real-time monitoring and daily optimizations for all media Campaigns across all Platforms.
4. Analytics and monthly reporting via email focusing on ROAS, and other Key Performance Indicators (KPI's) to be determined.

3.3 Google Paid Search and Paid Social Media Campaigns

- 3.3.1 Contractor must test variations of a Campaign against each other to determine which performs better and implement the more successful Campaign (A/B testing). In addition to A/B testing, Contractor must utilize current market research and analytics collected from current and past Campaigns. This strategy shall ensure that Contractor is using data to refine Campaign performance on a daily basis.
- 3.3.2 Contractor must create a "Media Plan" (insertion orders) with the creatives, initial placement strategy, and roll-out schedule for the various search engine and social media accounts. County Project Manager must approve of the Media Plan, once approved Contractor will continue the media placement process, digital media buying and execution.
- 3.3.3 Contractor must maintain the Campaign in the Department's specific media accounts within Meta and Google. Rolling out the Campaign creative across new Platforms as deemed necessary including but not limited to:
 - Amazon
 - Instagram
 - LinkedIn
 - Next Door
 - Pinterest
 - Twitter
 - Waze
 - Yahoo/Bing
 - YouTube
- 3.3.4 Contractor must send the Department's messaging, imagery, and video advertisements to the desired Platforms. These advertisements have the ultimate goal of increased traffic to www.LASD.org/careers webpage in turn increasing applications.
- 3.3.5 Contractor shall provide a media authorization form (authorization to buy) to purchase advertisements on desired Platforms for County Project Manager approval and signatures each month. County will not

unreasonably delay response to Contractor's request. Upon approval, Contractor will purchase media-buys and seek reimbursement for such purchases as further outlined in Paragraph 5.0 (Contract Sum) of the Contract.

- 3.3.6 Contractor must not allow any creative changes to imagery and copy without the prior approval of County Project Manager. Any desired changes must be approved by County Project Manager.

4.0 SPECIFIC WORK REQUIREMENTS

- 4.1 Contractor must build upon past successful digital Campaigns through the introduction of a new strategy, and possible new media Platforms to drive Application Starts.
- 4.2 Contractor must, through on-Platform reporting tools as well as third-party quality assurance software, ensure that all digital advertising efforts are being optimized (audience targeting, geo-specificity, keyword selection, creative assets, placement location, etc.) in line with a Campaign's articulated goal.
- 4.3 Contractor must utilize candidate profiles to identify corresponding target demographic populations and key advertising markets.
- 4.4 Contractor must utilize quality assurance tools to measure the performance of recruitment marketing efforts.
- 4.5 Contractor must focus on ROAS as a primary driving KPI. ROAS as a primary conversion metric ensures advertising is directed toward high-return ad design, messaging, and placement for the target demographics.
- 4.6 Contractor must create and cultivate a presence across new or underutilized media Platforms such as Next Door, LinkedIn, Amazon and Waze.

4.7 Ongoing Digital Media Campaign Optimization

- 4.7.1 Contractor shall continue to use KPIs to optimize the paid media Campaign toward high return ad design, messaging, and placement for the target demographics. The KPIs are based on "Application Starts" metrics that reflect the conversion from search engine and social media to www.LASD.org/careers and NeoGov.
- 4.7.2 Utilizing the analytics implemented throughout www.LASD.org/careers and NeoGov, the Contractor must track the success of each digital advertising medium to drive Application Starts and must optimize the Campaign accordingly.
- 4.7.3 Contractor shall provide County access to a Google Looker Data Studio which allows for real time analytics viewing.

5.0 RESPONSIBILITIES

The County's and Contractor's responsibilities are as follows:

5.1 County Project Manager

County will administer the Contract according to Paragraph 6 (Administration of Contract – County) of the Contract. Specific duties will include:

- 5.1.1 Monitoring the Contractor's performance in the daily operation of this Contract.
- 5.1.2 Providing direction to the Contractor in areas relating to policy, information and procedural requirements.
- 5.1.3 Preparing Amendments in accordance with the Contract, subparagraph 8.1 (Amendments and Change Notices).
- 5.1.4 The County Project Manager will be responsible for providing to Contractor weekly updates on the number of applications received in order for the Contractor to fully understand the success of media Campaigns. This update will include evaluation of all online activity as well as any offline recruiting activity that may contribute to an increase application volume.

5.2 Contractor Project Manager

- 5.2.1 Contractor must provide a full-time Project Manager or designated alternate. County must have access to the Project Manager during normal business hours Monday through Friday, excluding County-recognized holidays. Contractor must provide a telephone number and email address where the Contractor Project Manager may be reached at an as needed basis.
- 5.2.2 Contractor Project Manager shall act as a central point of contact with the County.
- 5.2.3 Contractor Project Manager/alternate must have full authority to act for Contractor on all matters relating to the daily operation of the Contract. Project Manager/alternate must be able to effectively communicate, in English, both orally and in writing.

5.3 Personnel

- 5.3.1 Contractor must assign a sufficient number of employees to perform the required Work. At least one employee on site shall be authorized to act for Contractor in every detail and must speak and understand English.
- 5.3.2 Contractor shall be required to background check their employees as set forth in subparagraph 7.5 (Background and Security Investigations), of the Contract.

5.4 Materials and Equipment

- 5.4.1 The purchase of all materials/equipment to provide the needed Services is the responsibility of the Contractor. Contractor must use materials and

equipment that are safe for the environment and safe for use by the employee.

5.5 Contractor's Office

Contractor must maintain an office with a telephone in the company's name where Contractor conducts business. The office must be staffed during the hours of 8 a.m. to 5 p.m., Monday through Friday, excluding County-recognized holidays by at least one employee who can respond to inquiries and complaints which may be received about the Contractor's performance of the Contract.

6.0 REPORTS

Reports must be delivered on monthly basis on or before the 5th Business Day of the month following, in the form and format approved by the County Project Manager.

- 6.1 Contractor shall monitor and optimize all Campaigns, throughout the life of the Campaigns, providing monthly reports and status meetings.
- 6.2 Monthly reports will include high-level analysis of channel performance for each Platform used, audience definition, creative performance and recommendations for further optimization and content ideas.
- 6.3 Contractor shall hold monthly status meetings and include a Power Point presentation to review and discuss monthly optimizations and changes made to Campaigns, as well as review of KPI's.
- 6.3 Campaign Performance - Metrics and Optimization: Contractor shall continue to use and refine metrics and quality assurance mechanisms to quantify the performance and ROAS of the digital advertising Campaigns.

7.0 QUALITY CONTROL

Contractor must establish and utilize a comprehensive Quality Control Plan to assure the County a consistently high level of Service throughout the term of the Contract. The plan shall be submitted to the County Contract Project Manager for review 10 Business Days after the effective date of the Contract. The plan shall include, but may not be limited to the following:

- 7.1 Method of monitoring to ensure that Contract requirements are being met;
- 7.2 A record of all inspections conducted by Contractor, any corrective action taken, the time a problem was first identified, a clear description of the problem, and the time elapsed between identification and completed corrective action, shall be provided to the County upon request.

8.0 QUALITY ASSURANCE PLAN

County will evaluate the Contractor's performance under the Contract using the quality assurance procedures as defined in subparagraph 8.15 (County's Quality Assurance Plan) of the Contract.

8.1 Monthly Meetings

Contractor is required to attend a scheduled monthly meeting.

8.2 Contract Discrepancy Report (Exhibit G of Contract)

8.2.1 Verbal notification of a Contract discrepancy will be made to the County Project Manager as soon as possible whenever a Contract discrepancy is identified. The problem shall be resolved within a time period mutually agreed upon by the County and Contractor.

8.2.2 The County Project Manager will determine whether a formal Contract Discrepancy Report (CDR) shall be issued. Upon receipt of this document, the Contractor is required to respond in writing to the County Project Manager within five Business Days, acknowledging the reported discrepancies or presenting contrary evidence. A plan for correction of all deficiencies identified in the CDR shall be submitted to the County Project Manager within ten Business Days.

8.3 County Observations

In addition to Departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to this Contract at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

PRICE SHEET

The Maximum Contract Sum for Services rendered consistent with Exhibit A (Statement of Work) during the term of the Contract must not exceed \$1,500,000. The Maximum Contract Sum will remain firm and fixed throughout the term of the Contract. Payment will be made subject to the conditions as set forth here and in Paragraph 5.0 (Contract Sum) of the Contract. Any costs incurred to complete this project in excess of the Maximum Contract Sum shall be borne by the Contractor.

The Contractor will invoice County for two categories of Services rendered: Media Acquisition and Media Management Service consulting fees. Invoices submitted must be in accordance with Paragraph 5.0 (Contract Sum) of the Contract.

Contract Sum \$1,250,000			
Contract Year	Media Acquisition* not-to-exceed annual sum	Media Management Cost	Yearly totals
Year 1 (7/1/2023 - 6/30/2024)	\$147,500	\$102,500	\$250,000

**Contingency Funds – up to \$250,000 for unforeseen future Services			
Contract Year	Media Acquisition Sum*	Media Management Cost	Yearly totals
Year 1 (7/1/2023 – 6/30/2024)	\$0.00	\$0.00	\$0.00

*Pricing for Media Acquisition will be at market cost, on Service levels requested.

County and Contractor agree, annually, to establish maximum sum for Media Management. Exhibit B (Price Sheet) of the Contract will be updated annually.

**Contingency funds may be utilized in accordance with subparagraph 8.1.1 of the Contract.

COUNTY ADMINISTRATION

CONTRACT NO. _____

COUNTY PROJECT DIRECTOR:

Name: Bryan Aguilera
Title: Acting Captain
Address: 211 West Temple Street, 4th Floor
Los Angeles, California 90012
Telephone: 213-229-3131
Facsimile: _____
E-Mail Address: bcaguile@lasd.org

COUNTY PROJECT MANAGER:

Name: Vincent Cho
Title: Deputy Sheriff
Address: 11515 South Colima Road, Building G
Whittier, California 90604
Telephone: 562-903-7547
Facsimile: _____
E-Mail Address: vhcho@lasd.org

COUNTY CONTRACT COMPLIANCE MANAGER:

Name: Angelo Faiella
Title: Assistant Director, Bureau Operations
Address: 211 West Temple Street, 6th Floor
Los Angeles, California 90012
Telephone: 213-229-3259
Facsimile: 323-415-1246
E-Mail Address: afaiell@lasd.org

CONTRACTOR ADMINISTRATION

9th Wonder Global, LLC
CONTRACTOR'S NAME

CONTRACT NO. _____

CONTRACTOR PROJECT MANAGER:

Name: Mark Mitton
Title: President, 9th Wonder Sprint
Address: 2882 Wyandot Street
Denver, Colorado 80211
Telephone: 303-888-7769
Facsimile: _____
E-Mail Address: mark.mitton@9thwonder.com

CONTRACTOR'S AUTHORIZED OFFICIAL(S)

Name: Mark Mitton
Title: President, 9th Wonder Sprint
Address: 2882 Wyandot Street
Denver, Colorado 80211
Telephone: 303-888-7769
Facsimile: _____
E-Mail Address: mark.mitton@9thwonder.com

Name: Nate Esser
Title: Chief Financial Officer
Address: 1201 San Jacinto Street, Suite #267
Houston, Texas 77002
Telephone: 713-867-3102
Facsimile: _____
E-Mail Address: nate.esser@9thwonder.com

Notices to Contractor shall be sent to the following:

Name: Mark Mitton
Title: President, 9th Wonder Sprint
Address: 5870 West Jefferson Boulevard, Suite K
Los Angeles, California 90016
Telephone: 310-752-4400
Facsimile: _____
E-Mail Address: mark.mitton@9thwonder.com

CONTRACTOR ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT

CONTRACTOR NAME 9th Wonder Global, LLC Contract No. _____

GENERAL INFORMATION:

The Contractor referenced above has entered into a contract with the County of Los Angeles to provide certain services to the County. The County requires the Corporation to sign this Contractor Acknowledgement and Confidentiality Agreement.

CONTRACTOR ACKNOWLEDGEMENT:

Contractor understands and agrees that the Contractor employees, consultants, Outsourced Vendors and independent contractors (Contractor's Staff) that will provide services in the above referenced agreement are Contractor's sole responsibility. Contractor understands and agrees that Contractor's Staff must rely exclusively upon Contractor for payment of salary and any and all other benefits payable by virtue of Contractor's Staff's performance of work under the above-referenced contract.

Contractor understands and agrees that Contractor's Staff are not employees of the County of Los Angeles for any purpose whatsoever and that Contractor's Staff do not have and will not acquire any rights or benefits of any kind from the County of Los Angeles by virtue of my performance of work under the above-referenced contract. Contractor understands and agrees that Contractor's Staff will not acquire any rights or benefits from the County of Los Angeles pursuant to any agreement between any person or entity and the County of Los Angeles.

CONFIDENTIALITY AGREEMENT:

Contractor and Contractor's Staff may be involved with work pertaining to services provided by the County of Los Angeles and, if so, Contractor and Contractor's Staff may have access to confidential data and information pertaining to persons and/or entities receiving services from the County. In addition, Contractor and Contractor's Staff may also have access to proprietary information supplied by other vendors doing business with the County of Los Angeles. The County has a legal obligation to protect all such confidential data and information in its possession, especially data and information concerning health, criminal, and welfare recipient records. Contractor and Contractor's Staff understand that if they are involved in County work, the County must ensure that Contractor and Contractor's Staff, will protect the confidentiality of such data and information. Consequently, Contractor must sign this Confidentiality Agreement as a condition of work to be provided by Contractor's Staff for the County.

Contractor and Contractor's Staff hereby agrees that they will not divulge to any unauthorized person any data or information obtained while performing work pursuant to the above-referenced contract between Contractor and the County of Los Angeles. Contractor and Contractor's Staff agree to forward all requests for the release of any data or information received to County's Project Manager.

Contractor and Contractor's Staff agree to keep confidential all health, criminal, and welfare recipient records and all data and information pertaining to persons and/or entities receiving services from the County, design concepts, algorithms, programs, formats, documentation, Contractor proprietary information and all other original materials produced, created, or provided to Contractor and Contractor's Staff under the above-referenced contract. Contractor and Contractor's Staff agree to protect these confidential materials against disclosure to other than Contractor or County employees who have a need to know the information. Contractor and Contractor's Staff agree that if proprietary information supplied by other County vendors is provided to me during this employment, Contractor and Contractor's Staff shall keep such information confidential.

Contractor and Contractor's Staff agree to report any and all violations of this agreement by Contractor and Contractor's Staff and/or by any other person of whom Contractor and Contractor's Staff become aware.

Contractor and Contractor's Staff acknowledge that violation of this agreement may subject Contractor and Contractor's Staff to civil and/or criminal action and that the County of Los Angeles may seek all possible legal redress.

SIGNATURE: _____ DATE: ____/____/____

PRINTED NAME: _____

POSITION: _____

CONTRACTOR EMPLOYEE ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT

(Note: This certification is to be executed and returned to County with Contractor's executed Contract. Work cannot begin on the Contract until County receives this executed document.)

Contractor Name 9th Wonder Global, LLC Contract No. _____

Employee Name _____

GENERAL INFORMATION:

Your employer referenced above has entered into a contract with the County of Los Angeles to provide certain services to the County. The County requires your signature on this Contractor Employee Acknowledgement and Confidentiality Agreement.

EMPLOYEE ACKNOWLEDGEMENT:

I understand and agree that the Contractor referenced above is my sole employer for purposes of the above-referenced contract. I understand and agree that I must rely exclusively upon my employer for payment of salary and any and all other benefits payable to me or on my behalf by virtue of my performance of work under the above-referenced contract.

I understand and agree that I am not an employee of the County of Los Angeles for any purpose whatsoever and that I do not have and will not acquire any rights or benefits of any kind from the County of Los Angeles by virtue of my performance of work under the above-referenced contract. I understand and agree that I do not have and will not acquire any rights or benefits from the County of Los Angeles pursuant to any agreement between any person or entity and the County of Los Angeles.

I understand and agree that I may be required to undergo a background and security investigation(s). I understand and agree that my continued performance of work under the above-referenced contract is contingent upon my passing, to the satisfaction of the County, any and all such investigations. I understand and agree that my failure to pass, to the satisfaction of the County, any such investigation shall result in my immediate release from performance under this and/or any future contract.

CONFIDENTIALITY AGREEMENT:

I may be involved with work pertaining to services provided by the County of Los Angeles and, if so, I may have access to confidential data and information pertaining to persons and/or entities receiving services from the County. In addition, I may also have access to proprietary information supplied by other vendors doing business with the County of Los Angeles. The County has a legal obligation to protect all such confidential data and information in its possession, especially data and information concerning health, criminal, and welfare recipient records. I understand that if I am involved in County work, the County must ensure that I, too, will protect the confidentiality of such data and information. Consequently, I understand that I must sign this agreement as a condition of my work to be provided by my employer for the County. I have read this agreement and have taken due time to consider it prior to signing.

I hereby agree that I will not divulge to any unauthorized person any data or information obtained while performing work pursuant to the above-referenced contract between my employer and the County of Los Angeles. I agree to forward all requests for the release of any data or information received by me to my immediate supervisor.

I agree to keep confidential all health, criminal, and welfare recipient records and all data and information pertaining to persons and/or entities receiving services from the County, design concepts, algorithms, programs, formats, documentation, Contractor proprietary information and all other original materials produced, created, or provided to or by me under the above-referenced contract. I agree to protect these confidential materials against disclosure to other than my employer or County employees who have a need to know the information. I agree that if proprietary information supplied by other County vendors is provided to me during this employment, I shall keep such information confidential.

I agree to report to my immediate supervisor any and all violations of this agreement by myself and/or by any other person of whom I become aware. I agree to return all confidential materials to my immediate supervisor upon completion of this contract or termination of my employment with my employer, whichever occurs first.

SIGNATURE: _____

DATE: ____/____/____

PRINTED NAME: _____

POSITION: _____

CONTRACTOR NON-EMPLOYEE ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT

(Note: This certification is to be executed and returned to County with Contractor's executed Contract. Work cannot begin on the Contract until County receives this executed document.)

Contractor Name 9th Wonder Global, LLC Contract No. _____

Non-Employee Name _____

GENERAL INFORMATION:

The Contractor referenced above has entered into a contract with the County of Los Angeles to provide certain services to the County. The County requires your signature on this Contractor Non-Employee Acknowledgement and Confidentiality Agreement.

NON-EMPLOYEE ACKNOWLEDGEMENT:

I understand and agree that the Contractor referenced above has exclusive control for purposes of the above-referenced contract. I understand and agree that I must rely exclusively upon the Contractor referenced above for payment of salary and any and all other benefits payable to me or on my behalf by virtue of my performance of work under the above-referenced contract.

I understand and agree that I am not an employee of the County of Los Angeles for any purpose whatsoever and that I do not have and will not acquire any rights or benefits of any kind from the County of Los Angeles by virtue of my performance of work under the above-referenced contract. I understand and agree that I do not have and will not acquire any rights or benefits from the County of Los Angeles pursuant to any agreement between any person or entity and the County of Los Angeles.

I understand and agree that I may be required to undergo a background and security investigation(s). I understand and agree that my continued performance of work under the above-referenced contract is contingent upon my passing, to the satisfaction of the County, any and all such investigations. I understand and agree that my failure to pass, to the satisfaction of the County, any such investigation shall result in my immediate release from performance under this and/or any future contract.

CONFIDENTIALITY AGREEMENT:

I may be involved with work pertaining to services provided by the County of Los Angeles and, if so, I may have access to confidential data and information pertaining to persons and/or entities receiving services from the County. In addition, I may also have access to proprietary information supplied by other vendors doing business with the County of Los Angeles. The County has a legal obligation to protect all such confidential data and information in its possession, especially data and information concerning health, criminal, and welfare recipient records. I understand that if I am involved in County work, the County must ensure that I, too, will protect the confidentiality of such data and information. Consequently, I understand that I must sign this agreement as a condition of my work to be provided by the above-referenced Contractor for the County. I have read this agreement and have taken due time to consider it prior to signing.

I hereby agree that I will not divulge to any unauthorized person any data or information obtained while performing work pursuant to the above-referenced contract between the above-referenced Contractor and the County of Los Angeles. I agree to forward all requests for the release of any data or information received by me to the above-referenced Contractor.

I agree to keep confidential all health, criminal, and welfare recipient records and all data and information pertaining to persons and/or entities receiving services from the County, design concepts, algorithms, programs, formats, documentation, Contractor proprietary information, and all other original materials produced, created, or provided to or by me under the above-referenced contract. I agree to protect these confidential materials against disclosure to other than the above-referenced Contractor or County employees who have a need to know the information. I agree that if proprietary information supplied by other County vendors is provided to me, I shall keep such information confidential.

I agree to report to the above-referenced Contractor any and all violations of this agreement by myself and/or by any other person of whom I become aware. I agree to return all confidential materials to the above-referenced Contractor upon completion of this contract or termination of my services hereunder, whichever occurs first.

SIGNATURE: _____


DATE: ____/____/____

PRINTED NAME: _____

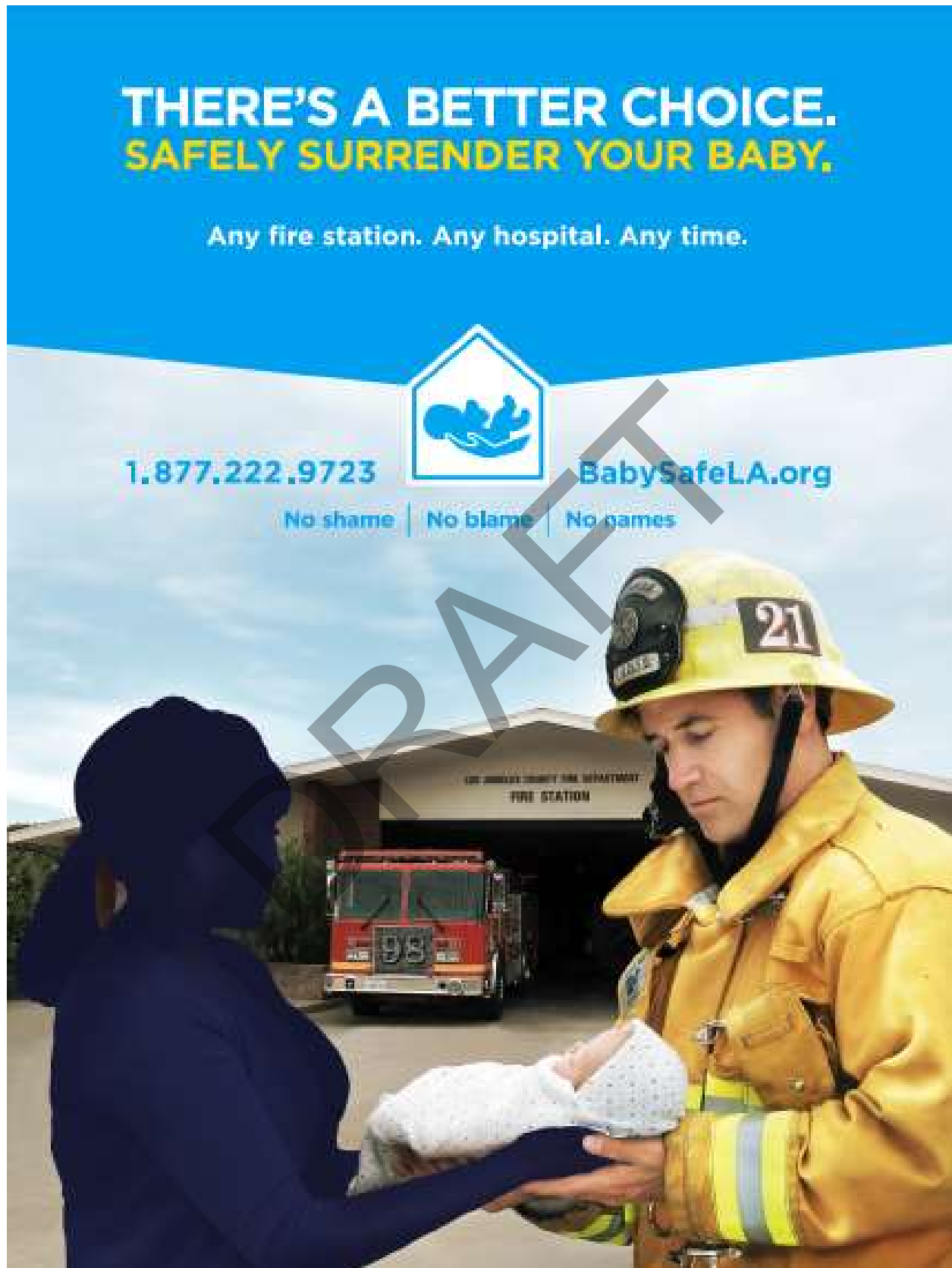
POSITION: _____

THERE'S A BETTER CHOICE.
SAFELY SURRENDER YOUR BABY.

Any fire station. Any hospital. Any time.

1.877.222.9723  BabySafeLA.org

No shame | No blame | No names



Some parents of newborns can find themselves in difficult circumstances. Sadly, babies are sometimes harmed or abandoned by parents who feel that they're not ready or able to raise a child. Many of these mothers or fathers are afraid and don't know where to turn for help.

This is why California has a Safely Surrendered Baby Law, which gives parents the choice to legally leave their baby at any hospital or fire station in Los Angeles County.

FIVE THINGS YOU NEED TO KNOW ABOUT BABY SAFE SURRENDER

- 1 Your newborn can be surrendered at any hospital or fire station in Los Angeles County up to 72 hours after birth.
- 2 You must leave your newborn with a fire station or hospital employee.
- 3 You don't have to provide your name.
- 4 You will only be asked to voluntarily provide a medical history.
- 5 You have 14 days to change your mind; a matching bracelet (parent) and anklet (baby) are provided to assist you if you change your mind.

No shame | No blame | No names



ABOUT THE BABY SAFE SURRENDER PROGRAM

In 2002, a task force was created under the guidance of the Children's Planning Council to address newborn abandonment and to develop a strategic plan to prevent this tragedy.

Los Angeles County has worked hard to ensure that the Safely Surrendered Baby Law prevents babies from being abandoned. We're happy to report that this law is doing exactly what it was designed to do: save the lives of innocent babies. Visit BabySafeLA.org to learn more.

No shame | No blame | No names

ANY FIRE STATION.
ANY HOSPITAL.
ANY TIME.

1.877.222.9723
BabySafeLA.org

THERE'S A
BETTER CHOICE.
**SAFELY SURRENDER
YOUR BABY.**



No shame | No blame | No names





FROM SURRENDER TO ADOPTION: ONE BABY'S STORY

Los Angeles County firefighter Ted and his wife Becki were already parents to two boys. But when they got the call asking if they would be willing to care for a premature baby girl who'd been safely surrendered at a local hospital, they didn't hesitate.

Baby Jenna was tiny, but Ted and Becki felt lucky to be able to take her home. "We had always wanted to adopt," Ted says, "but taking

home a vulnerable safely surrendered baby was even better. She had no one, but now she had us. And, more importantly, we had her."

Baby Jenna has filled the longing Ted and Becki had for a daughter—and a sister for their boys. Because her birth parent safely surrendered her when she was born, Jenna is a thriving young girl growing up in a stable and loving family.

ANSWERS TO YOUR QUESTIONS

Who is legally allowed to surrender the baby?

Anyone with lawful custody can drop off a newborn within the first 72 hours of birth.

Do you need to call ahead before surrendering a baby?

No. A newborn can be surrendered anytime, 24 hours a day, 7 days a week, as long as the parent or guardian surrenders the child to an employee of the hospital or fire station.

What information needs to be provided?

The surrendering adult will be asked to fill out a medical history form, which is useful in caring for the child. The form can be returned later and includes a stamped return envelope. No names are required.

What happens to the baby?

After a complete medical exam, the baby will be released and placed in a safe and loving home, and the adoption process will begin.

What happens to the parent or surrendering adult?

Nothing. They may leave at any time after surrendering the baby.

How can a parent get a baby back?

Parents who change their minds can begin the process of reclaiming their baby within 14 days by calling the Los Angeles County Department of Children and Family Services at (800) 540-4000.

If you're unsure of what to do:

You can call the hotline 24 hours a day, 7 days a week and anonymously speak with a counselor about your options or have your questions answered.

1.877.222.9723 or BabySafeLA.org

English, Spanish and 140 other languages spoken.

CONTRACT DISCREPANCY REPORT**TO:** _____**FROM:** _____**DATES:** _____**Prepared:** _____**Returned by Contractor:** _____**Action Completed:** _____**DISCREPANCY PROBLEMS:** _____

Signature of County Representative_____
Date**CONTRACTOR RESPONSE (Cause and Corrective Action):** _____

Signature of Contractor Representative_____
Date**COUNTY EVALUATION OF CONTRACTOR RESPONSE:** _____

Signature of Contractor Representative_____
Date**COUNTY ACTIONS:** _____

CONTRACTOR NOTIFIED OF ACTION:

County Representative's Signature and Date

Contractor Representative's Signature and Date

CERTIFICATION OF COMPLIANCE EXHIBIT

Proposer certifies compliance with all programs, policies, and ordinances specified in exhibits listed below.

TITLE		REFERENCE	CERTIFICATIONS
1	Certification of No Conflict of Interest	LACC 2.180	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No
2	Familiarity with the County Lobbyist Ordinance Certification	LACC 2.160	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No
3	Zero Tolerance Policy on Human Trafficking Certification	Motion	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No
4	Compliance with Fair Chance Employment Hiring Practices Certification	Board Policy 5.250	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No
5	Charitable Contributions Certification Enter the California Registry of Charitable Trusts "CT" number and upload a copy of firm's most recent filing with the Registry of Charitable Trusts as required by Title 11 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586 (if applicable) _____	Board Policy 5.065	Check the Certification below that is applicable to your company. <input type="checkbox"/> Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed. OR <input type="checkbox"/> Proposer or Contractor is registered with the California Registry of Charitable Trusts under the CT number listed in this document and is in compliance with its registration and reporting requirements under California law. Attached is a copy of its most recent filing with the Registry of Charitable Trusts.
6	Attestation of Willingness to Consider Gain/Grow Participants	Board Policy 5.050	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No Willing to provide GAIN/GROW participants access to employee mentoring program? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A-program not available
7	Contractor Employee Jury Service Program Certification Form & Application for Exception	LACC 2.203	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, identify exemption: <input type="checkbox"/> My business does not meet the definition of "contractor," as defined in the Program. <input type="checkbox"/> My business is a small business as defined in the Program. <input type="checkbox"/> My business is subject to a Collective Bargaining Agreement (attach agreement) that expressly provides that it supersedes all provisions of the Program.

8	Certification of Compliance with the County's Defaulted Property Tax Reduction Program	LACC 2.206	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, identify exemption: <hr/>
9	Debarment History		Proposer is currently debarred by a public entity? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the name of the public entity. <hr/>

DECLARATION: I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE INFORMATION SUBMITTED IN EXHIBIT H IS TRUE AND CORRECT.

PRINT NAME:	TITLE:
SIGNATURE:	DATE:



Los Angeles County Sheriff's Department



Rosas, et al. v. Los Angeles County

Sheriff Robert G. Luna

Rosas Implementation Plan

Department's Compliance



Los Angeles County Sheriff's Department



Rosas Settlement Agreement Provision 1.4 requires the Department to publicly report to the Los Angeles County Board of Supervisors bi-annually:

- Implementation Plan
- Status of Compliance
- Training on Use of Force Policy
- Use of Force Statistics and Trends
- Department Use of Force Policy Violations
- Inmate Grievances

Note: The data provided for this presentation compares data from the first semester of 2021 and 2022.



Rosas, et al. v. Sheriff Robert G. Luna



- Rosas is a federal class action lawsuit alleging a pattern of excessive use of force in the Downtown jail facilities (Men's Central Jail, Twin Towers Correctional Facility, and the Inmate Reception Center).
- The Settlement Agreement was initially approved by the Court on April 21, 2015. The Department began assessing compliance with the Settlement Agreement effective July 1, 2018, after the establishment of the revised Compliance Measures (May 2018).
- Provisions are grouped in 7 Categories:
Administrative, Use of Force, Training, Force Reporting and Force Investigations, Grievances, Restraint, and Early Warning System (104 Provisions with a total of 402 Compliance Measures).



Downtown Jail Complex Rosas Provision Force Mitigation and Quality Improvement Efforts



- Weekly meetings with Division Chiefs
 - Comprehensive review of use of force incidents
- Custody Division tracks head strike incidents
- Facility Supervisors were provided a guidance in practical techniques to improve compliance with Use of Force investigations.
- *Limitations of Force Directive* was published on 2/22/2023; however, the Department is in the process of revising the Directive again based on additional suggestions from the DOJ and Rosas panel.



Update on Jail Use of Force Training



Custody Force Training Statistics

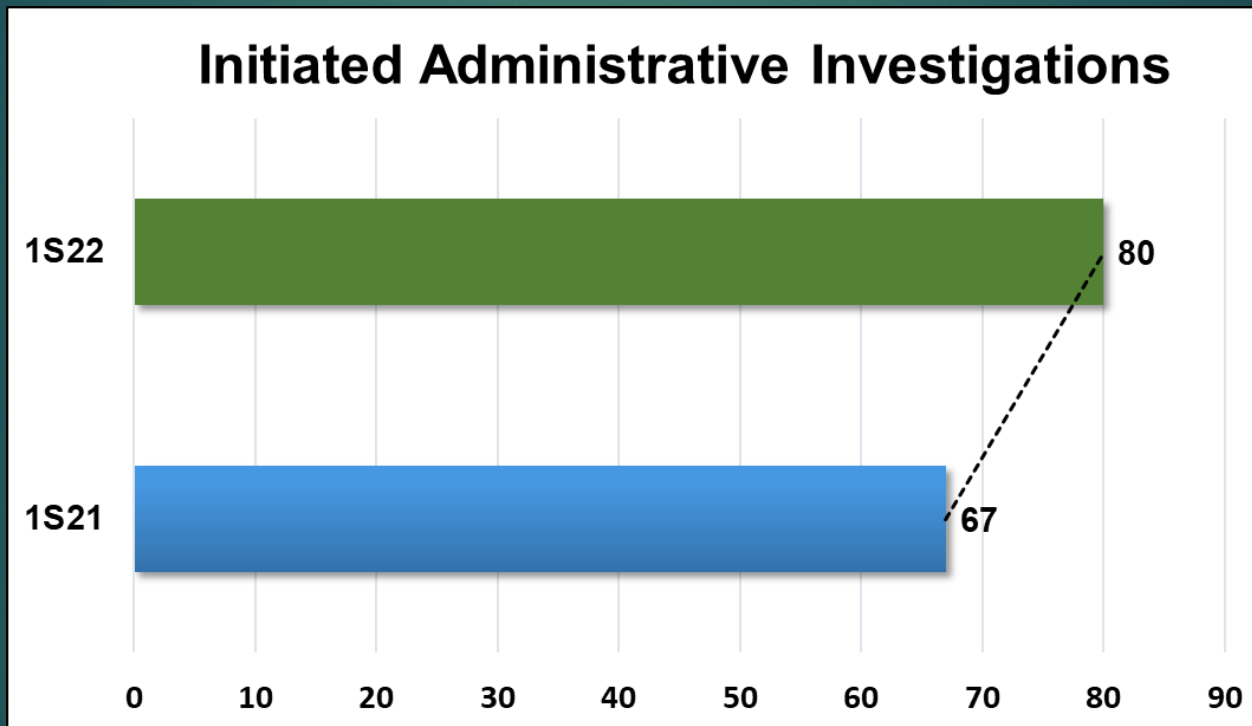
Training Course	Custody Division Personnel Trained in January 1, 2021 - June 30, 2021	Custody Division Personnel Trained in January 1, 2022 - June 30, 2022	Rosas Compliance for Basin Facilities in 2022**
Custody Division Force Policy	744	760	Initial Training Completed
Custody Division Force Policy Refresher	1,624	981	97%
Ethics Training	625	546	Initial Training Completed
Ethics Training Refresher	685	659	92%
IIMI / DeVRT Training	101	182	Initial Training Completed
IIMI / DeVRT Training Refresher	1,087	721	98%
Use of Force Report Writing and Documentation for Supervisors Refresher	62	32	98%

* The data was provided by the Custody Training and Standards Bureau.

** Percentages are based on the Custody Compliance and Sustainability Bureau Rosas Provisions self-assessment data from the 2022 annual report.



Update on Initiated Administrative Investigations



Initiated administrative investigations have increased every year since 2019.



Update on Administrative Investigations Violations of the Use of Force Policy



Downtown Jail Facilities

January 1, 2022 - June 30, 2022

INITIATED CASES - 11

- 8 cases were found to be in violation of Use of Force Policy
- 3 cases are pending

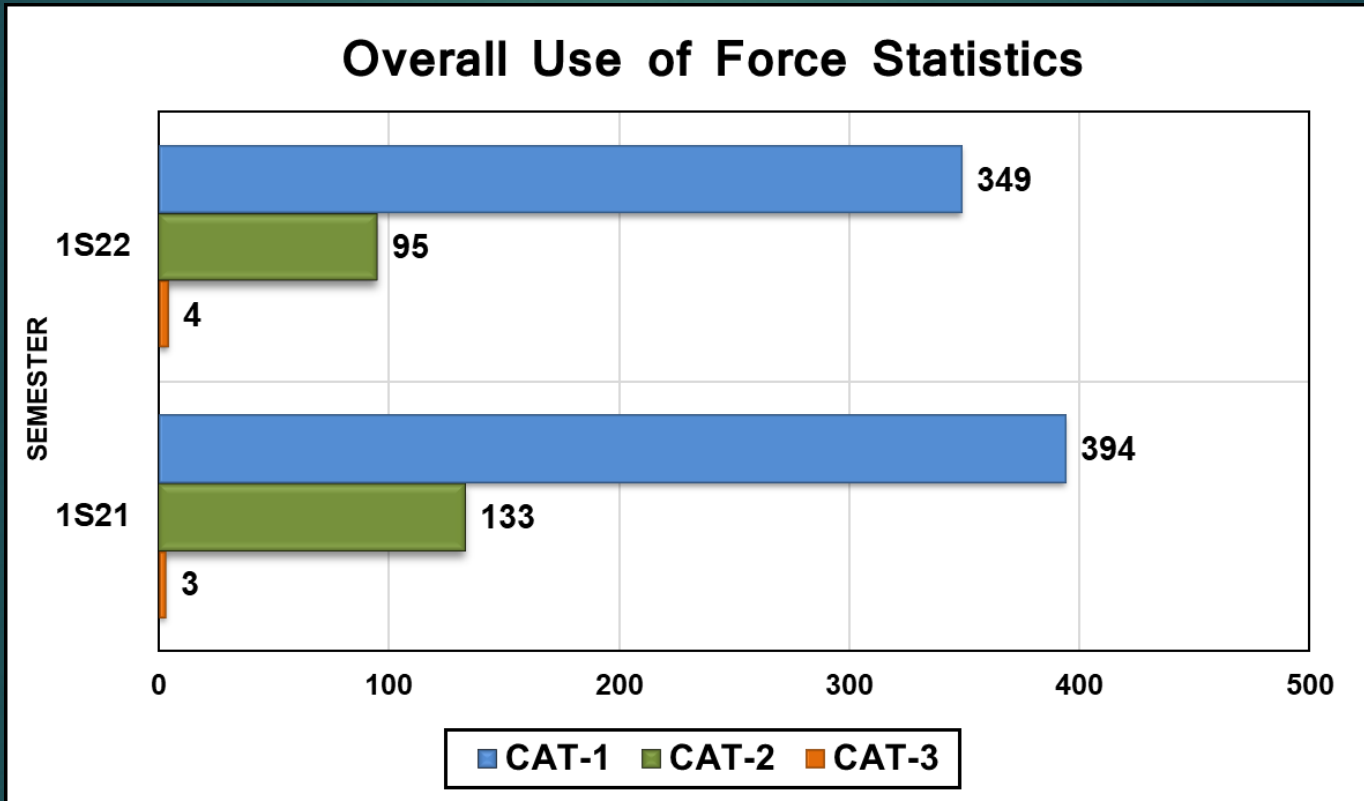
January 1, 2021 - June 30, 2021

INITIATED CASES - 10

- 10 cases were found to be in violation of Use of Force Policy



Downtown Jail Complex Overall Use of Force Statistics

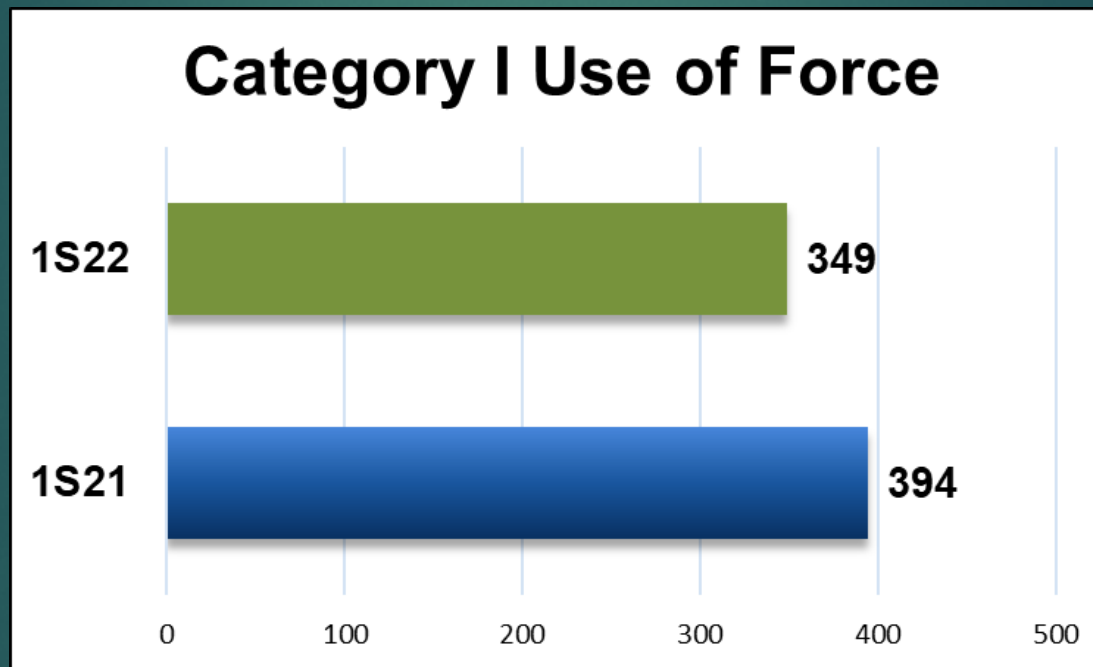


Use of Force incidents from 1st Semester of 2021 compared to 1st Semester of 2022 decreased by 15%.

On May 12, 2023, the eLOTS Monthly Force By Category report was generated; however, it is subject to change based on the investigation findings.



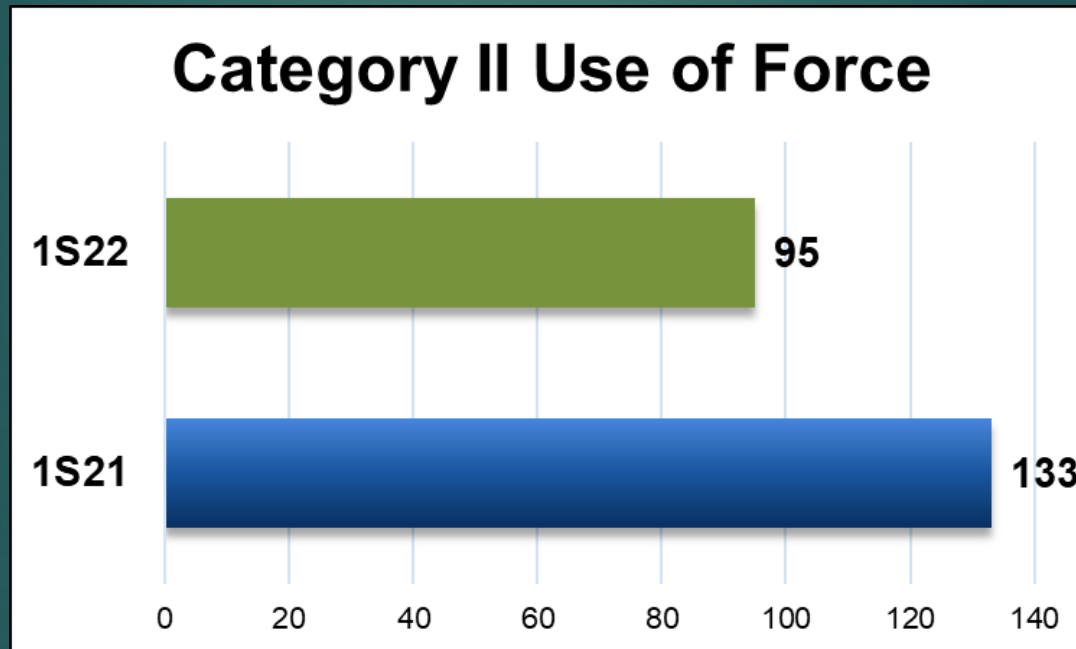
Downtown Jail Complex Use of Force - Category 1



Category 1 incidents decreased by 11.4% from 1st semester of 2021 to 1st semester of 2022.



Downtown Jail Complex Use of Force - Category 2



Category 2 incidents decreased by 28.6% from 1st Semester of 2021 to 1st Semester of 2022.



Downtown Jail Complex Use of Force - Category 3



1 st Semester 2022 Category 3		
MCJ: 1	TTCF: 2	IRC: 1
1 st Semester 2021 Category 3		
MCJ: 2	TTCF: 1	IRC: 0
Category 3 Uses of Force are investigated by Internal Affairs Bureau.		



Status of Compliance

Published Reports



Panel's Eleventh Report

Status	Administrative	Use of Force	Training	Force Reporting / Investigations	Grievances	Restraints	Early Warning System	Total
Compliant	8	15	9	18	23	2	2	77
Non-Compliant	1	10	2	6	1	2	1	23
Pending	0	0	0	0	0	0	0	0
Non-Applicable	0	0	0	0	0	4	0	4
Total	9	25	11	24	24	8	3	104

The 11th Panel Report addresses a twelve-month assessment period from July 1, 2021, through June 30, 2022. Previous reports addressed data by semester.

Panel's Tenth Report

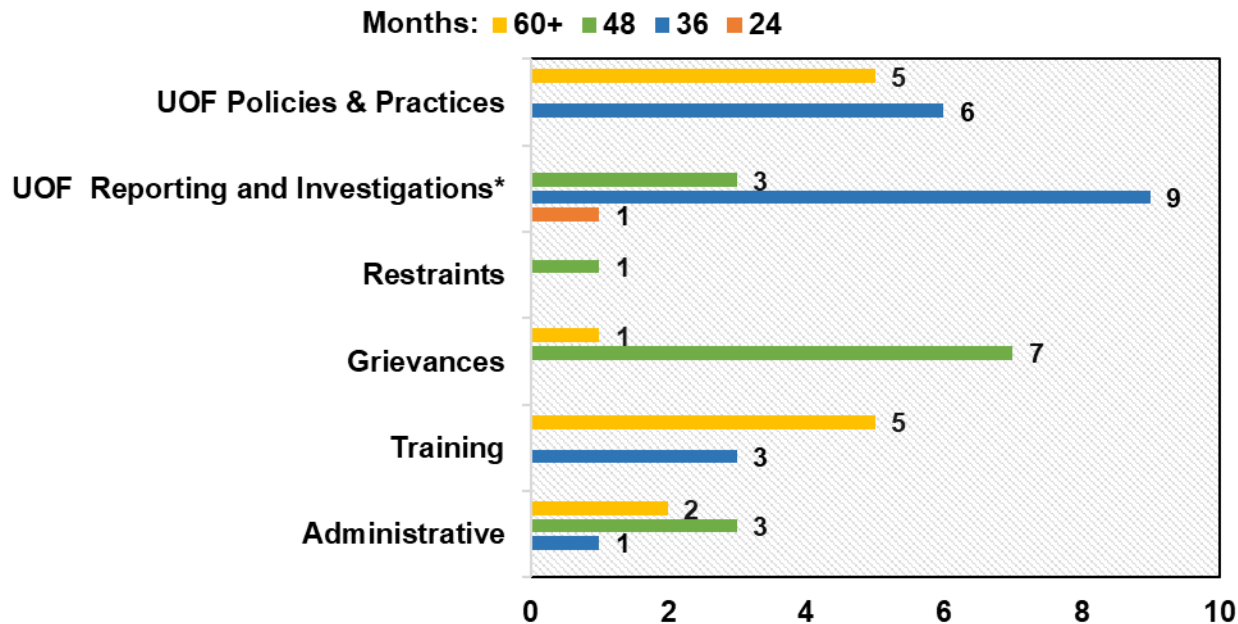
Status	Administrative	Use of Force	Training	Force Reporting / Investigations	Grievances	Restraints	Early Warning System	Total
Compliant	8	19	7	18	22	2	1	77
Non-Compliant	1	6	4	6	2	3	2	24
Pending	0	0	0	0	0	0	0	0
Non-Applicable	0	0	0	0	0	3	0	3
Total	9	25	11	24	24	8	3	104



Status of Compliance



Total Provisions Reaching 24+ Months of Compliance



There is a total of 54 Provisions that have reached more than 24 months of compliance. The results are based on the 11th Panel Report.

* Select provisions are assessed by the Panel and derived from their review of the quarterly Use of Force packages.



Inmate Grievances



Basin Facility Grievances		
	1S21	1S22
General Grievances	3,967	3,210
Complaints Against Staff	265	283
iPad Requests	538,813	89,383

Data provided by Custody Support Services Bureau compares the time period of January 1, 2021 – June 30, 2021, and January 1, 2022 - June 30, 2022.

The iPad Requests totals are for all custody facilities.



Basin Facilities Top 5 Grievances



1S21		1S22	
1. Living Conditions	789	1. Living Conditions	605
2. Mail	661	2. Service Related- Procedural	556
3. Other	436	3. Mail	479
4. Service Related- Procedural	441	4. Staff Member	283
5. Classification	335	5. Property	223

*Grievances classified as "Other" were initially mis-categorized, but were subsequently completed with the following disposition(s): visiting, television, inmate work assignment, inmate money/accounts, inmate property, justice delays (Pro-Per, Law Library, etc.), court-related issues (work release, time-off credits/early release), classification, etc. All grievances classified as "Other" were appropriately handled to completion.