

# COUNTY OF LOS ANGELES

## Family and Social Services

FESIA A. DAVENPORT  
Chief Executive Officer



**DATE:** Wednesday November 1, 2023  
**TIME:** 1:30 PM

**THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY AS PERMITTED UNDER THE BOARD OF SUPERVISORS' AUGUST 8, 2023, ORDER SUSPENDING THE APPLICATION OF BOARD POLICY 3.055 UNTIL MARCH 31, 2024.**

**TO PARTICIPATE IN THE MEETING, PLEASE CALL AS FOLLOWS:**  
**Teleconference Call-In Number: (323) 776-6996/ Conference ID: 599 009 090#**  
**[MS Teams Meeting Link](#) (Ctrl + click to follow link)**

### AGENDA

Members of the Public may address any agenda item after all Informational Items are presented. Two (2) minutes are allowed for each item.

- I. **Call to Order**
- II. **Consent Item(s)** (Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices):  
-- No Items --
- III. **Presentation/Discussion Items:**
  - a. **DCFS/ Department of Mental Health/ Probation Department:** Families First Prevention Services Act (FFPSA) Update.
  - b. **Department of Public Social Services:** Recommendation to Enter into Three New Sole Source Contracts with Various Agencies to Provide Motivational Training Services, Career Readiness Training Services, and Entrepreneurship Training Services for Transitional-Aged Youth.
- IV. **Public Comment**
- V. Standing item(s) and those continued from a previous meeting of the Board of Supervisors or from a previous FSS Agenda Review meeting:  
-- No Items --
- VI. **Adjournment**

## BOARD LETTER/MEMO CLUSTER FACT SHEET

Board Letter

Board Memo

Other

<b>CLUSTER AGENDA REVIEW DATE</b>	11/1/2023	
<b>BOARD MEETING DATE</b>	11/21/2023	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Department of Public Social Services (DPSS)	
<b>SUBJECT</b>	Recommendation to enter into three new Sole Source Contracts with three agencies to provide Motivational Training, Career Readiness Training, and Entrepreneurship Training services to Transitional-Aged Youth (TAY), ages 18-24, who are participating in the Skills and Training to Achieve Readiness for Tomorrow (START) Program, formerly known as the General Relief Opportunities for Work Program.	
<b>PROGRAM</b>	The Motivational Training; Career Readiness Training; and Entrepreneurship Training services programs will assist TAYs in increasing their motivation and confidence in finding employment; acquiring skills and learning strategies for job interviews, job search, and job retention; and developing skills and interests into marketable business ideas with the goal of obtaining a license and launching a business. These are critical foundations to the success of TAYs to receive transitional subsidized employment, apprenticeships, or becoming entrepreneurs achieving economic mobility and self-sufficiency.	
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain why: The three agencies are small community-based entities that provide training services to TAYs and possess expertise with the Department's START TAYportunity Program.	
<b>DEADLINES/ TIME CONSTRAINTS</b>	Services are targeted to be provided to TAYs on December 15, 2023.	
<b>COST &amp; FUNDING</b>	<p>The estimated total maximum contract cost for all three agencies for the three-year term is \$637,140. The estimated maximum contract cost per agency for the three-year term is as follows:</p> <ol style="list-style-type: none"> <li>1) \$279,140 for Motivational Training services with Spring of Evolution, Inc. (dba Wolf Connection);</li> <li>2) \$58,000 for Career Readiness Training services with Squarage LLC; and</li> <li>3) \$300,000 for Entrepreneurship Training services with SBCC.</li> </ol> <p>Attached is Enclosure IV, showing the estimated annual cost per agency and firm-fixed rate per training session per year.</p>	Funding source: Net County Cost

	<p>TERMS (if applicable): The contract term is targeted for three years from December 15, 2023 through December 14, 2026.</p>	
	<p>Explanation: The agencies will be paid a firm-fixed rate per training session on a monthly basis.</p>	
<b>PURPOSE OF REQUEST</b>	<p>DPSS requests the Board's approval of the three-year contracts with three agencies providing Motivational Training, Career Readiness Training, and Entrepreneurship Training services to TAY participants.</p>	
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	<p>In March 2021, DPSS launched the TAYportunity Program to provide essential trainings, mentoring, and guidance to 150 TAYs who were participating in the START Program and interested in developing their skills to secure employment and achieve economic mobility. In July 2021, the Board unanimously approved the creation of the TAYportunity Guaranteed Income Demonstration Project (GIDP), to study the impact of guaranteed monthly income of \$1,000 on the lives of the 150 TAYs over a three-year period.</p> <p>In October 2021, the Department launched the three-year GIDP. However, in January 2022, GIDP and the TAYportunity Program were put on hold to add a research team, benefits counseling, and financial literacy services to the project. In May 2022, DPSS was advised by the research team that the research study must have a sample population size that was viable for research purposes. The Department received approval to increase the sample population from 150 to 300 TAYs and resumed the TAYportunity Guaranteed Income Program.</p>	
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No  If Yes, please explain how: The program serves a diverse group of unemployed TAYs, ages 18-24, who are interested in acquiring skills to find employment or becoming entrepreneurs.</p>	
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No  If Yes, please state which one(s) and explain how: Board Priority #7, Sustainability. The three agencies will provide TAYs with essential training services that will assist in increasing their motivation and confidence in finding employment; acquiring skills and learning strategies for job interviews, job search, and job retention; and developing skills and interests into marketable business ideas with the goal of obtaining a license and launch a business. The training services are critical foundations for TAYs to secure long-term employment and self-sufficiency that will enhance their quality of life in Los Angeles County.</p>	
<b>DEPARTMENTAL CONTACTS</b>	<p>Name, Title, Phone # &amp; Email:</p> <p>James A. Blunt, Administrative Deputy III, (562) 908-8622,  <a href="mailto:JamesBlunt@dpss.lacounty.gov">JamesBlunt@dpss.lacounty.gov</a></p> <p>Gabriela Herrera, Human Services Liaison, (562) 908-8311,  <a href="mailto:GabrielaHerrera@dpss.lacounty.gov">GabrielaHerrera@dpss.lacounty.gov</a></p>	



County of Los Angeles  
**DEPARTMENT OF PUBLIC SOCIAL SERVICES**

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JACKIE CONTRERAS, Ph.D.  
 Director

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November XX, 2023

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

Dear Supervisors:

**RECOMMENDATION TO ENTER INTO THREE NEW SOLE SOURCE CONTRACTS  
 WITH VARIOUS AGENCIES TO PROVIDE MOTIVATIONAL TRAINING SERVICES,  
 CAREER READINESS TRAINING SERVICES, AND ENTREPRENEURSHIP  
 TRAINING SERVICES FOR TRANSITIONAL-AGED YOUTH  
 (ALL DISTRICTS – 3 VOTES)**

**SUBJECT**

The Department of Public Social Services (DPSS) seeks the Board of Supervisors (Board) approval to execute three-year term Sole Source Contracts with three agencies for the provision of: 1) Motivational Training; 2) Career Readiness Training; and, 3) Entrepreneurship Training services for Transitional-Aged Youth, ages 18 to 24, who are participating in the Skills and Training to Achieve Readiness for Tomorrow (START) program, formerly known as the General Relief Opportunities for Work (GROW) program, in the total amount of \$637,140.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of DPSS, or her designee, to prepare and execute a contract for Motivational Training services, in substantially similar form as Enclosure I, with Spring of Evolution, Inc. (dba Wolf Connection), in the amount of \$279,140 for the three-year term. The contract is targeted to be effective December 15, 2023 through December 14, 2026.
2. Delegate authority to the Director of DPSS, or her designee, to prepare and execute a contract for Career Readiness Training services, in substantially similar form as Enclosure II, with Squarage LLC, in the amount of \$58,000 for the three-year term. The contract is targeted to be effective December 15, 2023 through December 14, 2026.

3. Delegate authority to the Director of DPSS, or her designee, to prepare and execute a contract for Entrepreneurship Training services in substantially similar form as Enclosure III, with South Bay Center for Counseling (SBCC), in the amount of \$300,000 for the three-year term. The contract is targeted to be effective December 15, 2023 through December 14, 2026.
4. Delegate authority to the Director of DPSS, or her designee, to prepare and execute amendments to these contracts for: a) instances which affect the scope of work, term, contract sum, payment terms, or any other term or condition in the contract; b) additions and/or changes required by the Board or Chief Executive Office (CEO), or DPSS; c) changes to be in compliance with applicable County, State, and federal regulations; or d) increases or decreases of no more than ten percent of the original contract amount based on contractor's performance and funding availability. The approval of County Counsel as to form will be obtained prior to executing such amendments. DPSS will notify the Board within ten business days of executing such amendments.
5. Delegate authority to the Director of DPSS, or her designee, to suspend or terminate these contracts on behalf of the County in accordance with the applicable contract provisions. The approval of County Counsel as to form will be obtained prior to executing suspension or termination. DPSS will notify the Board within ten business days of executing termination.

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

The recommended actions will allow DPSS to provide Motivational Training, Career Readiness Training, and Entrepreneurship Training services that will assist Transitional-Aged Youth in increasing their motivation and confidence in finding employment; acquiring skills and learning strategies for job interviews, job search, and job retention; and developing skills and interests into marketable business ideas with the goal of obtaining a license and launching a business. These training services are critical foundations to the success of participant to receive transitional subsidized employment, apprenticeships, or becoming entrepreneurs through the Entrepreneurship Training program to achieve long-term employment and self-sufficiency.

The three agencies are small community-based entities that provide training services to and possess expertise with the Department's START TAYportunity program.

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

The recommended actions are consistent with the principles of the Countywide Strategic Plan, **Goal I**, Make Investments That Transform Lives, Strategy I.1: Increase Our Focus on Prevention Initiatives. Implement evidence-based practices to increase our residents' self-sufficiency, prevent long-term reliance on the County's social safety net, and prevent

involvement with the County's foster, juvenile justice, and adult justice systems; Sub-strategy I.2.4: Support Job Readiness and Increase Employment Opportunities for Youth Served by the County; Sub-strategy I.2.9: Support the Long Term Success of Transitional-Aged Youth; and **Goal II**, Foster Vibrant and Resilient Communities; Strategy II.1: Drive Economic and Workforce Development in the County; Sub-strategy II.1.3: Coordinate Workforce Development. Identify and align workforce development programs to provide career pathways for high-needs, priority populations and to support the labor needs of the County's high-growth industry sectors.

### **FISCAL IMPACT/FINANCING**

The estimated total maximum contract cost for the three-year term for each agency is as follows: 1) \$279,140 for Motivational Training with Spring of Evolution, Inc. (dba Wolf Connection); 2) \$58,000 for Career Readiness Training with Squarage LLC; and 3) \$300,000 for Entrepreneurship Training services with SBCC. The estimated annual cost and the estimated annual rate per training session for each agency are listed on Enclosure IV. The agencies will be paid a fixed-firm rate per training session.

The contracts are fully funded with Net County Costs. The total maximum funding for each contract is included in the Department's Fiscal Year 2023-24 budget. Funds will be allocated appropriately across the three-year span of the contracts.

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

In March 2021, DPSS launched the TAYportunity program to provide essential trainings, mentoring, and guidance to 150 individuals who were participating in the START program and interested in developing their skills to secure employment and achieve economic mobility. In July 2021, the Board unanimously approved the creation of the TAYportunity Guaranteed Income Demonstration Project (GIDP), to study the impact of guaranteed monthly income of \$1,000 on the lives of the 150 TAYs over a three-year period.

In October 2021, the Department launched the three-year GIDP. However, in January 2022, GIDP and the TAYportunity program were put on hold to add a research team, benefits counseling, and financial literacy services to the project. In May 2022, DPSS was advised by the research team that the research study must have a sample population size that was viable for research purposes. The Department received approval to increase the sample population from 300 TAYs and resumed the TAYportunity Guaranteed Income program.

These contracts are not subject to Proposition A contract requirements; therefore, are exempt from the Living Wage ordinance.

County Counsel reviewed the Board letter and approved the three contracts, as to form. The proposed contractors will be in compliance with all Board, CEO, and County Counsel requirements.

The award of these contracts will not result in unauthorized disclosure of confidential information and will be in compliance with County, State, and federal regulations.

### **CONTRACTING PROCESS**

The three contracts were the results of a Procurement by Negotiation (Sole Source) process with Spring of Evolution, Inc. (dba Wolf Connection) for Motivational Training; Squarage LLC for Career Readiness Training; and SBCC for Entrepreneurship Training services.

In compliance with Board Policy 5.100, Sole Source Contracts, DPSS provided advance notice to the Board on October 5, 2022, of its intent to negotiate multi-year Sole Source Contracts with three agencies and completed the required Sole Source Checklist, Enclosure V, for all three contracts.

### **Contractor Performance**

The expected outcomes of these contracts are for participants to increase motivation and self-confidence in finding employment; to obtain skills and learn strategies for job interviews, job search, and job retention; and to gain knowledge in branding and marketing products and obtaining a business license to launch their own business. Contractors are expected to receive a satisfactory or better rating in the overall delivery of all trainings from everyone who completes the Post-Training Survey.

The monitoring of these contracts will be performed at least once annually to ensure the contractors' compliance with contract and performance requirements.

### **IMPACT ON CURRENT SERVICES**

The award of these contracts will enable the Department to assist participants in securing employment and developing skills and confidence to a path of long-term employment and self-sufficiency.

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

### **CONCLUSION**

Upon Board approval, the Executive Office, Board of Supervisors, is requested to return one adopted stamped Board letter to DPSS.

The Honorable Board of Supervisors  
November XX, 2023  
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Respectfully submitted,

JACKIE CONTRERAS, Ph.D.  
Director

JC:rje

Enclosures

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



**MOTIVATIONAL TRAINING SERVICES,  
CAREER READINESS TRAINING SERVICES, AND  
ENTREPRENEURSHIP TRAINING SERVICES  
ESTIMATED CONTRACT COST AND RATE PER TRAINING SESSION**

#	Agency	Three – Year Cost	Annual Cost	Number of Training Sessions Per Year	Rate Per Training Session Per Year
1	Spring of Evolution, Inc. (DBA Wolf Connection)	\$279,140	First Year: \$100,000	27	\$3,703
			Second Year: \$100,000	27	\$3,703
			Third Year: \$79,140	18	\$4,396
2	Squarage LLC	\$58,000	First Year: \$23,200	12	\$1,933
			Second Year: \$23,200	12	\$1,933
			Third Year: \$11,600	4	\$2,900
3	South Bay Center for Counseling	\$300,000	First Year: \$100,000	100	\$1,000
			Second Year: \$100,000	100	\$1,000
			Third Year: \$100,000	100	\$1,000
<b>TOTAL</b>		\$637,140	\$637,140	400	

**SOLE SOURCE CHECKLIST**

Department Name: Public Social Services

New Sole Source Contract

Existing Sole Source Contract      Date Sole Source Contract Approved: \_\_\_\_\_

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS</b> Identify applicable justification and provide documentation for each checked item.
<input type="checkbox"/>	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an <i>“Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist.”</i>
<input type="checkbox"/>	➤ Compliance with applicable statutory and/or regulatory provisions.
<input type="checkbox"/>	➤ Compliance with State and/or federal programmatic requirements.
<input type="checkbox"/>	➤ Services provided by other public or County-related entities.
<input checked="" type="checkbox"/>	➤ Services are needed to address an emergent or related time-sensitive need.
<input type="checkbox"/>	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
<input type="checkbox"/>	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
<input type="checkbox"/>	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
<input type="checkbox"/>	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/ system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
<input type="checkbox"/>	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
<input type="checkbox"/>	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
<input type="checkbox"/>	➤ It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.) In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

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

\_\_\_\_\_  
Date