

COUNTY OF LOS ANGELES

Family and Social Services

FESIA A. DAVENPORT
Chief Executive Officer



DATE: Wednesday December 6, 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. **Department of Children and Family Services:** Recommendation to Approve a Sole Source Amendment to Reallocate Funds and Increase the Maximum Annual Contract Amount Above Delegated Authority for One Family Preservation Services Contract.
 - b. ~~**Aging and Disabilities Department:** Request to the Department to Award and Execute Fiscal Year 2023-2024 Contract for Access to Technology Program Services.~~
- 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

CLUSTER AGENDA REVIEW DATE	12/6/2023			
BOARD MEETING DATE	12/19/2023			
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input checked="" type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input checked="" type="checkbox"/> 4 th <input type="checkbox"/> 5 th			
DEPARTMENT(S)	Department of Children and Family Services (DCFS)			
SUBJECT	The Department of Children and Family Services (DCFS) requests the Board's approval to reallocate funds and increase the Maximum Annual Contract amount above delegated authority for a contractor to continue providing Family Preservation (FP) services in the Pomona Regional Service Area where a contractor requested to sunset their FP contract.			
PROGRAM	Family Preservation			
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: The requested increase to the Maximum Annual Contract amount for an FP contract exceeds the Director of DCFS' delegated authority. Board Policy 5.100, <i>Sole Source Contracts and Amendments</i> , establishes that funding increases to Board approved contracts are classified as sole source amendments when departments do not have delegated authority to increase the maximum amount.			
DEADLINES/ TIME CONSTRAINTS	The funding increase is effective upon execution through June 30, 2024.			
COST & FUNDING	<table border="1"> <tr> <td>Total cost: \$125,634</td><td>Funding source: 11% Federal, 34% 2011 State Realignment, 55% net County cost</td></tr> </table>		Total cost: \$125,634	Funding source: 11% Federal, 34% 2011 State Realignment, 55% net County cost
Total cost: \$125,634	Funding source: 11% Federal, 34% 2011 State Realignment, 55% net County cost			
	TERMS (if applicable): The funding increase is effective upon amendment execution date through June 30, 2024, with an additional six-month option at the County's sole discretion.			
	Explanation: The reallocated amount requiring the Board's approval is \$125,634, effective upon the amendment execution date through June 30, 2024.			
PURPOSE OF REQUEST	Reallocate funds and increase the Maximum Annual Contract amount above delegated authority for a contractor to continue providing Family Preservation (FP) services in the Pomona Regional Service Area, where a contractor did not extend their FP contract.			
BACKGROUND (include internal/external issues that may exist including any related motions)	On June 28, 2023 DCFS received a notice from SPIRITT Family Services to sunset their Pomona FP contract effective June 30, 2023, due to: the loss of a manager, In Home Outreach Counseling turnover, the amount of resources to meet the contract requirements, and program financial losses. The remaining contractor in the Pomona service area will receive the funds from the expired contract in the amount of \$503,400 of which \$125,634 requires Board approval.			

EQUITY INDEX OR LENS WAS UTILIZED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain how: The FP program encourages its contractors to address disproportionality when providing FP services. In addition, most if not all children and families receiving FP services are part of underserved communities.
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: FP services supports the Board priority of Child Protection because FP services are an integrated, comprehensive approach to strengthening and preserving families who are at risk of, or already experiencing problems in family functioning, with the goal of assuring that children are maintained in a safe and nurturing environment.
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Aldo Marin, Board Liaison, (213) 371-6052 marina@dcfs.lacounty.gov



BRANDON T. NICHOLS
Director

**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

510 S. Vermont Avenue, Los Angeles, California 90020
(213) 351-5602



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Fifth District

December 19, 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 APPROVE A SOLE SOURCE AMENDMENT TO
REALLOCATE FUNDS AND INCREASE THE MAXIMUM ANNUAL CONTRACT
AMOUNT ABOVE DELEGATED AUTHORITY FOR ONE FAMILY PRESERVATION
SERVICES CONTRACT
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) requests the Board's approval to reallocate funds above the Director of DCFS' delegated authority, to the remaining contractor providing Family Preservation (FP) services in the Pomona Regional Service Area, where a contractor requested to sunset their FP contract.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee, to execute an amendment substantially similar to Attachment A, with the contractor and amount indicated in Attachment B, to reallocate funds from a contractor who sunset their FP contract in the Pomona Service Area. The remaining contractor in the Pomona service area will receive the funds from the expired contract in the amount of \$503,400 of which \$125,634 requires Board approval. Funding is included in the Department's Fiscal Year (FY) 2023-2024 Adopted Budget and will be included in the Department's subsequent budget requests.
2. Delegate authority to the Director of DCFS, or designee, to negotiate and execute

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amendments to the FP contracts for the reallocation of funds among the FP contracts, including unspent funds, to meet unanticipated demands; or to increase or decrease the Maximum Annual Contract amount up to 10 percent when such a change is necessitated by additional and necessary services, provided that: a) funding is available, b) County Counsel approval is obtained prior to execution of such amendments, and c) DCFS notifies the Board and the Chief Executive Office (CEO), in writing, within 10 business days after execution.

3. Delegate authority to the Director of DCFS, or designee, to negotiate and execute amendments to FP contractors willing to perform work left from a contractor that chooses to sunset or terminate their contract by increasing the Maximum Annual Contract amount not to exceed 75 percent. Such increase is to be reallocated among the remaining contracts providing services in the same regional service area for current and future extension periods, provided that: a) funding is available, b) County Counsel approval is obtained prior to executing the amendments, and c) DCFS notifies the Board and the CEO, in writing, within 10 business days of executing the amendments.
4. Delegate authority to the Director of DCFS, or designee, to negotiate and execute amendments to the FP contracts for any mergers, acquisitions, or changes in ownership; for any revisions required by changes in local, State and Federal regulations; or for necessary changes to meet the needs of the County's FP program, provided that: a) County Counsel approval is obtained prior to execution of such amendments, and b) DCFS notifies the Board and the CEO, in writing, within 10 business days after execution.
5. Delegate authority to the Director of DCFS, or designee, to terminate FP contracts for contractor default, provided that: a) County Counsel approval is obtained prior to such termination, and b) DCFS notifies the Board and the CEO, in writing, within 10 business days after execution.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The initial term of the FP contracts started on September 1, 2017 through June 30, 2020, with two optional one-year periods from July 1, 2020 through June 30, 2022. The California Department of Social Services and the Board subsequently approved DCFS' request to extend the FP contracts effective July 1, 2022 through June 30, 2023, with an additional one-year period and a six-month option in order to complete the solicitation currently in progress.

On June 28, 2023, DCFS received a notice from SPIRITT Family Services requesting to sunset their FP contract in the Pomona service area effective June 30, 2023, due to:

loss of a manager, In Home Outreach Counseling turnover, the amount of resources to meet the contract requirements, and program financial losses. As a result, DCFS reallocated SPIRITT's annual funding of \$503,400 of which \$125,634 requires Board approval.

FP is designed to prevent the unnecessary separation of children from their families and improve the quality of care and services they receive. FP services are an integrated, comprehensive approach to strengthening and preserving families who are at risk of or already experiencing problems in family functioning, with the goal of assuring that children are maintained in a safe and nurturing environment.

Implementation of Los Angeles County's Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan, Goal 1: Make Investments That Transform Lives, by aggressively addressing society's most complicated social, health and public safety challenges; Strategy I.1 – Increase Our Focus on Prevention Initiatives: Implement evidence-based practices to increase 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.

FISCAL IMPACT/FINANCING

The reallocated amount requiring the Board's approval is \$125,634. The estimated aggregate Maximum Annual Contract amount for FP services is \$31,767,286, financed using 11 percent Federal funds, 34 percent 2011 State Realignment funds, and 55 percent net County cost. The funding is included in the Department's FY 2023-2024 Adopted Budget. Please refer to Attachment B for detailed contract reallocation funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The FP program provides services, resources and support for DCFS and Probation families experiencing family functioning challenges, which may contribute to child abuse, neglect or exploitation.

On September 24, 2015, DCFS released a Request for Proposals (RFP) to procure the current FP contracts. A total of 131 Family Preservation proposals from 43 agencies were received. The proposals were evaluated using the Informed Averaging Methodology as required by Los Angeles County for RFP solicitations. As a result, a total of 61 contracts were awarded, as approved by the Board of Supervisors on August 15, 2017, with an effective date of September 1, 2017 through June 30, 2020, and two optional one-year contract extensions through June 30, 2022. On June 14, 2022, the Board granted a one-year extension from July 1, 2022 to

June 30, 2023, with an additional one-year period and six-month option at the County's sole discretion, in order to complete the FP RFP released on August 9, 2022.

On August 8, 2023, the Board granted delegated authority to the DCFS Director to negotiate and execute amendments for contractors willing to perform work from agencies that choose to sunset or terminate their contract(s), by increasing the Maximum Annual Contract amounts not to exceed 75 percent. Of the total amount being reallocated in the Pomona service area, \$125,634 is above the Director of DCFS' delegated authority, and therefore requires the Board's approval.

Board Policy 5.100, *Sole Source Contracts and Amendments*, establishes that funding increases to Board approved contracts are classified as sole source amendments when departments do not have delegated authority to increase the maximum amount. In compliance with Board Policy 5.120, *Authority to Approve Increases to Board Approved Contract Amounts*, DCFS notified the Board on December 1, 2023, of its intent to execute a sole source amendment to increase the Maximum Annual Contract amount above delegated authority for one FP contract.

Attachment A, Amendment, has been approved as to form by County Counsel.

Attachment C, Sole Source Checklist, has been approved by CEO.


IMPACT ON CURRENT SERVICES

The recommended actions will allow for continued FP services to be provided to children and families in the Regional Service Area of Pomona where a contractor requested to sunset their FP contract.

CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted stamped copy of the Board letter and attachments to the Department of Children and Family Services.

Respectfully submitted,



BRANDON T. NICHOLS
Director

BTN:CMM:LT
AO:MB:ml

The Honorable Board of Supervisors
December 19, 2023
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Attachments

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



AMENDMENT NUMBER XXXXX

TO

FAMILY PRESERVATION PROGRAM CONTRACT
Assistance Listing Number: 93.556

CONTRACT NUMBER XXXXX

WITH

XXXXX

**AMENDMENT NUMBER XXXXX
TO FAMILY PRESERVATION PROGRAM CONTRACT
CONTRACT NUMBER XXXXX**

This Amendment Number XXXXX ("Amendment") to the Family Preservation (FP) Program Contract, ("Contract") adopted by the Board of Supervisors on 8/15/2017, is made and entered into by and between COUNTY of Los Angeles, ("COUNTY"), and XXX, ("CONTRACTOR"), providing services in the Pomona Regional Services Area on this _____ day of _____, 2023.

WHEREAS, COUNTY and CONTRACTOR are parties to the Contract adopted by the Board on August 15, 2017, and CONTRACTOR has been providing FP services to the COUNTY, effective September 1, 2017;

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in **Section 8.0, STANDARD TERMS AND CONDITIONS**, Sub-section 8.1 Amendments;

WHEREAS, this Amendment reallocates funding from a contract that sunset in the above mentioned service area to provide additional units of service, effective upon execution of the Amendment through June 30, 2024; and

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

- 1. Section 5.0, CONTRACT SUM**, Sub-section 5.2 is amended to read as follows:

- 5.2 The Maximum Annual Contract Sum for the initial 10 months of the Contract term is XXXX. The maximum annual Contract amount for each fiscal year thereafter is as follows:

For Fiscal Year 2018 – 2019 XXXX

For Fiscal Year 2019 – 2020 XXXX

For Fiscal Year 2020 – 2021 XXXX

For Fiscal Year 2021 – 2022 XXXX

For Fiscal Year 2022 – 2023 XXXX

For Fiscal Year 2023 – 2024 XXXX

- 2. Exhibit C-1, Supplemental Budget** for XXXX XX, 2023 through June 30, 2024, as attached hereto, is made part of Exhibit C, Program Budget.

**AMENDMENT NUMBER XXXXX
TO FAMILY PRESERVATION PROGRAM CONTRACT
CONTRACT NUMBER XXXXX**

**EXCEPT AS AMENDED HEREIN, ALL TERMS AND CONDITIONS OF THIS
CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.**

**AMENDMENT NUMBER XXXXX
TO FAMILY PRESERVATION PROGRAM CONTRACT
CONTRACT NUMBER XXXXX**

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment Number XXXXX to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has caused this Amendment Number XXXXX to be subscribed on its behalf by its duly authorized officer(s) as of the day, month and year first above written. The person(s) signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR in this Contract.

COUNTY OF LOS ANGELES

CONTRACTOR

XXX

Name of Agency

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

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

XXX

Tax Identification Number

APPROVED AS TO FORM:

BY THE OFFICE OF COUNTY COUNSEL
DAWYN R. HARRISON, COUNTY COUNSEL

By _____
David Beaudet, Senior Deputy County Counsel

ATTACHMENT B
FAMILY PRESERVATION FUNDING FOR FISCAL YEAR 2023 - 2024

SPA	SUPV DIST	REGIONAL SERVICE AREA	AGENCY	CONTRACT NUMBER	CURRENT FUNDING AS OF 9/21/23	REALLOCATION (SPIRITT)	75% INCREASE TO CURRENT FUNDING USING DELEGATED AUTHORITY, PER ADOPTED BL DATED 8/8/23	REMAINING AMOUNT ABOVE DELEGATED AUTHORITY	TOTAL FUNDING FY 23-24
4	1	Pomona	Hillsides*	17-9-27	\$ 503,688	\$ 503,400	\$ 377,766	\$ 125,634	\$ 1,007,087
			TOTAL		\$ 503,688	\$ 503,400	\$ 377,766	\$ 125,634	\$ 1,007,087

*HILLSIDES' TOTAL FUNDING HAS \$1.00 VARIANCE DUE TO ROUNDING

SOLE SOURCE CHECKLISTDepartment Name: Department of Children and Family Services☐

New Sole Source Contract

☒

Existing Sole Source Contract

Date Sole Source Contract Approved: 8/15/2017

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS 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 type="checkbox"/>	➤ Services are needed to address an emergent or related time-sensitive need.
<input type="checkbox"/>	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
<input checked="" type="checkbox"/>	➤ 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 24 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

Sole Source Justification

Family Preservation

1. What is being requested?

SPIRITT Family Services, a Family Preservation (FP) services provider in the Pomona Regional Service Area, requested to sunset their agreement, rather than extend it while a new RFP is being completed. The Department of Children and Family Services (DCFS) requests the Board's approval to reallocate funds and increase the Maximum Annual Contract amount above delegated authority for the remaining contractor providing services in this region, Hillsides.

Total Cost: The amount of reallocated funding requiring the Board's approval (above 10%) is \$125,634. In total, \$503,400 will be reallocated from SPIRITT to Hillsides in order for children and families to keep receiving services until new contracts are awarded next year.

2. Why is the service needed – how will it be used?

FP is designed to prevent the unnecessary separation of children from their families and improve the quality of care and services they receive. FP services are an integrated, comprehensive approach to strengthening and preserving families who are at risk of or already experiencing problems in family functioning, with the goal of assuring that children are maintained in a safe and nurturing environment.

The recommended actions will allow for continued FP services to be provided in the Pomona service area until such time as a new contract is awarded through the new RFP being finalized.

3. Is this brand of product the only product the only one that meets the user's requirements?

No. There are other providers that may be able to provide these services in this area. However, this service is needed only while the new RFP process is completed.

4. Have other products or vendor been considered?

Other vendors were considered during the initial RFP process and will be considered during the current RFP process. The department is not able to bring on new vendors at this stage in the RFP process until recommendations are submitted to the Board for approval.

5. Will purchase of this product avoid other costs?

These services serve to strengthen families, and potentially avoid traumatic and more expensive placement costs.

6. Is this service available from other providers?

Yes, but there is only one contractor left providing FP services in the Pomona Service Area. New contracts are expected to be awarded next year once the RFP currently in progress is completed.

7. Reasonableness of price. Does County obtain a percentage discount or special discount not available to the private sector?

No

8. What is the dollar value of the existing equipment?

N/A

9. Is this service the only one that meets the user's requirements?

No, new contracts are expected to be awarded next year once the RFP currently in progress is completed.



BRANDON T. NICHOLS
Director

**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

510 S. Vermont Avenue, Los Angeles, California 90020
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Fifth District

December 1, 2023

To: Supervisor Janice Hahn, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Lindsey P. Horvath
Supervisor Kathryn Barger

From: Brandon T. Nichols
Director

**NOTICE OF INTENT TO INCREASE FUNDING FOR ONE FAMILY PRESERVATION
CONTRACT ABOVE DELEGATED AUTHORITY**

This is to notify the Board that the Department of Children and Family Services (DCFS) intends to request the Board's approval to increase the funding amount for one Family Preservation (FP) services contract above delegated authority of the current Maximum Annual Contract amount. This notice is issued in compliance with Board Policy 5.100, *Sole Source Contracts and Amendments* and Board Policy 5.120, *Authority to Approve Increases to Board Approved Contract Amounts*, which require departments to provide advanced written notice and justification to the Board of Supervisors when increasing the maximum amount of the current contract(s) exceeds delegated authority.

On June 28, 2023, DCFS received a notice from SPIRITT Family Services requesting to sunset their FP contract in the Pomona service area effective June 30, 2023, due to: loss of a manager, In Home Outreach Counseling turnover, the amount of resources to meet the contract requirements, and program financial losses. As a result, DCFS reallocated SPIRITT's annual funding of \$503,400 of which \$125,634, requires Board approval. Please refer to Attachment A for detailed contract funding allocations.

The aggregate Maximum Annual Contract amount for FP services is \$31,767,286, financed using 11 percent Federal funds, 34 percent 2011 State Realignment funds, and 55 percent net County cost.

FP is designed to prevent the unnecessary separation of children from their families and improve the quality of care and services they receive. FP services are an integrated, comprehensive approach to strengthening and preserving families who are at risk of or

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Brandon T. Nichols, Director
December 1, 2023
Page 2

already experiencing problems in family functioning, with the goal of assuring that children are maintained in a safe and nurturing environment.

If you have any questions or need additional information, you may call me or your staff may contact Aldo Marin, Board Liaison, at (213) 371-6052.

BTN:CMM:LTI
AO:MB:ml

Attachment

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

ATTACHMENT A
FAMILY PRESERVATION FUNDING FOR FISCAL YEAR 2023 - 2024

SPA	SUPV DIST	REGIONAL SERVICE AREA	AGENCY	CONTRACT NUMBER	CURRENT FUNDING AS OF 9/21/23	REALLOCATION (SPIRITT)	75% INCREASE TO CURRENT FUNDING USING DELEGATED AUTHORITY, PER ADOPTED BL DATED 8/8/23	REMAINING AMOUNT ABOVE DELEGATED AUTHORITY	TOTAL FUNDING FY 23-24
4	1	Pomona	Hillsides*	17-9-27	\$ 503,688	\$ 503,400	\$ 377,766	\$ 125,634	\$ 1,007,087
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