



Board of Supervisors Family & Social Services Cluster Agenda Review Meeting

DATE: May 14, 2025

TIME: 1:30PM

MEETING CHAIRS: Monica Banken, 5th Supervisorial District

CEO MEETING FACILITATOR: Claudia Alarcon

THIS MEETING IS HELD UNDER THE GUIDELINES OF BOARD POLICY 3.055.

To participate in the meeting in-person, the meeting location is:

Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012
Room 140

To participate in the meeting virtually, please call teleconference number

1 (323) 776-6996 and enter the following 995 916 944# or

[Click here to join the meeting](#)

For Spanish Interpretation, the Public should send emails within 48 hours in advance of the meeting to: ClusterAccommodationRequest@bos.lacounty.gov

Members of the Public may address the Family & Social Services Cluster on any agenda item during General Public Comment.

The meeting chair will determine the amount of time allowed for each item.

THIS TELECONFERENCE WILL BE MUTED FOR ALL CALLERS. PLEASE DIAL *6 TO UNMUTE YOUR PHONE WHEN IT IS YOUR TIME TO SPEAK.

- 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):
 - a. **Military & Veterans Affairs:** Request for Delegated Authority to the Director of the Department of Military and Veterans Affairs to Execute a Five-Year Non-Exclusive License Agreement with US Vets.
 - b. **Department of Children and Family Services (DCFS):** Request to Extend Funding Agreement with Southern California Grantmakers For Children And Youth In Home-Based Placements
 - c. **DCFS:** Recommendation to Approve Eight Sole Source Amendments to Existing Child Abuse Prevention, Intervention, and Treatment Service Contracts
 - d. **DCFS:** Request to Approve a Sole Source Contract with Child Care Alliance of Los Angeles for the Emergency Child Care Bridge Program for Foster Children.
 - e. **Department of Public Social Services (DPSS):** Authorize the Department of Public Social Services to Purchase One Electric Medium-Sized Truck for Delivery of Supplies and Equipment to Support Ongoing Operations.

- f. **Aging and Disabilities Department:** Request for Authorization to Award and Execute Sole Source Contracts with Five (5) Independent Living Centers and 211 LA for the Los Angeles County Emerging Aging and Disability Resource Connection Program.

III. Presentation/Discussion Items:

- a. **DPSS:** Recommendation to Approve a Sole Source Amendment to Extend the Welfare-to-Work Vocational Intermediary and Direct Services Contract with the City of Inglewood.
- b. **DCFS:** Request to Approve a Contract with the Regents of the University of California, Los Angeles for Training and Staff Development and Master of Social Work Internship 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.
- VI. Adjournment

IF YOU WOULD LIKE TO EMAIL A COMMENT ON AN ITEM ON THE FAMILY & SOCIAL SERVICES CLUSTER AGENDA, PLEASE USE THE FOLLOWING EMAIL ADDRESS AND INCLUDE THE AGENDA NUMBER YOU ARE COMMENTING ON:

Family_Social_Services@ceo.lacounty.gov

**BOARD LETTER/MEMO
CLUSTER FACT SHEET**

Board Letter

Board Memo

Other

CLUSTER AGENDA REVIEW DATE	5/14/2025	
BOARD MEETING DATE	6/3/2025	
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input checked="" 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)	DEPARTMENT OF MILITARY AND VETERANS AFFAIRS	
SUBJECT	The Department of Military and Veterans Affairs (MVA), or his designee, to approve and execute a five-year non-exclusive license agreement (Agreement) with U.S. Vets (Licensee) for use of a portion of the County-owned building located at 1816 S. Figueroa Street, in Los Angeles, commonly referred to as the Bob Hope Patriotic Hall (BHPB), Assessor Parcel Number 5126-009-900. The space at BHPH will be used to provide veterans and their dependents comprehensive mental health outreach and support services.	
PROGRAM	AGREEMENT BETWEEN THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS AND US VETS	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS		
COST & FUNDING	Total cost: \$55,000 - REVENUE	Funding source: N/A
	TERMS (if applicable): Five years, but no more than 10 years	
	Explanation: The term of this Agreement is for five (5) years commencing after full execution of this Agreement, with the option to extend the Agreement term for up to five (5) additional one-year periods.	
PURPOSE OF REQUEST	Delegate authority to the Director of the Department of Military and Veterans Affairs (MVA), or his designee, to approve and execute a five-year non-exclusive license agreement (Agreement) with U.S. Vets (Licensee) for use of a portion of the County-owned building located at 1816 S. Figueroa Street, in Los Angeles, commonly referred to as the Bob Hope Patriotic Hall (BHPB), Assessor Parcel Number 5126-009-900. The space at BHPH will be used to provide veterans and their dependents comprehensive mental health outreach and support services.	
BACKGROUND (include internal/external issues that may exist including any related motions)	<p>The purpose of the proposed action is to enter into a non-exclusive license with U.S. Vets for their continued use of a portion of BHPH to provide veterans and their dependents comprehensive mental health outreach and support services.</p> <p>The County of Los Angeles prioritizes efforts that support vulnerable populations to develop to their full potential. The Licensee currently occupies space at BHPH to provide veterans and their dependents comprehensive mental health outreach and support services. Veterans often face unique challenges in transitioning to civilian life, with mental health outreach support being a significant aspect of their reintegration process. By providing tailored services within the BHPH space, the Licensee not only acknowledges the invaluable contributions of veterans but also actively supports their well-being. Such services include access to mental health support, connection to</p>	

	benefits assistance, housing, and other supportive services specifically designed to cater to the needs and experiences of veterans and their families.
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Approval of the recommended actions is consistent with the County's Strategic Plan, North Star 1: " <i>Make Investments That Transform Lives</i> " supports the investment in solutions that address our most complex societal challenges affecting our most vulnerable communities such as our veterans; and North Star 3: " <i>Realize Tomorrow's Government Today</i> ", by responding to public needs and expectations as an innovative, flexible, effective, and transparent partner focused on advancing the common good and being fiscally responsible.
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Zuleyda Santana, Chief Deputy (213) 574-8008 – zsantana@mva.lacounty.gov



COUNTY OF LOS ANGELES
MILITARY AND VETERANS AFFAIRS
1816 S. Figueroa Street
Los Angeles, California 90015
mva.lacounty.gov



Jim Zenner
Director

June 3, 2025

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

Dear Supervisors:

**REQUEST FOR DELEGATED AUTHORITY TO THE DIRECTOR OF THE
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS TO EXECUTE
A FIVE-YEAR NON-EXCLUSIVE LICENSE AGREEMENT WITH US VETS
1816 S. FIGUEROA ST., LOS ANGELES
(FIRST DISTRICT) (3 VOTES)**

SUBJECT

This is a request for delegated authority to the Director of the Department of Military and Veterans Affairs (MVA), or his designee, to approve and execute a five-year non-exclusive license agreement (Agreement) with U.S. Vets (Licensee) for use of a portion of the County-owned building located at 1816 S. Figueroa Street, in Los Angeles, commonly referred to as the Bob Hope Patriotic Hall (BHPB), Assessor Parcel Number 5126-009-900. The space at BHPH will be used to provide veterans and their dependents comprehensive mental health outreach and support services

IT IS RECOMMENDED THAT YOUR HONORABLE BOARD:

1. Find that the delegation of authority to approve and execute a proposed Agreement with Licensee is exempt from the provisions of the California Environmental Quality Act (CEQA) for the reasons stated in this Board Letter.
2. Find that pursuant to Government Code Section 26227, the recommended action to authorize execution of the proposed Agreement will serve public purposes and will make available County real property, not needed for County purposes, to be used to carry out programs in the best interests of the County and the public.
3. Authorize the Director of the Department of Military and Veterans Affairs, or his designee to approve and execute the proposed Agreement with U.S. Vets to utilize space at BHPH.

4. Authorize and delegate authority to the Director of the Department of Military and Veterans Affairs, or his designee, to negotiate, approve, execute, and grant any other consents or ancillary documentation approved as to form by County Counsel, which are necessary to effectuate the proposed Agreement.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended action would find that the delegation to approve and execute a license is exempt from the CEQA.

The purpose of the proposed action is to enter into a non-exclusive license with U.S. Vets for their continued use of a portion of BHPH to provide veterans and their dependents comprehensive mental health outreach and support services.

The County of Los Angeles prioritizes efforts that support vulnerable populations to develop to their full potential. The Licensee currently occupies space at BHPH to provide veterans and their dependents comprehensive mental health outreach and support services. Veterans often face unique challenges in transitioning to civilian life, with mental health outreach support being a significant aspect of their reintegration process. By providing tailored services within the BHPH space, the Licensee not only acknowledges the invaluable contributions of veterans but also actively supports their well-being. Such services include access to mental health support, connection to benefits assistance, housing, and other supportive services specifically designed to cater to the needs and experiences of veterans and their families.

By offering these resources within a familiar and supportive environment like BHPH, the Licensee facilitates a smoother transition for veterans, ultimately aiding in their successful reintegration into civilian society.

Section 26227 of the California Government Code authorizes the Board to expend money to establish programs, or fund programs deemed by the Board to be necessary to meet the social needs of the population of the County. Section 26227, moreover, authorizes the Board to make available real property to nonprofit corporations to carry out these programs without complying with any other provisions of the California Government Code, including the Surplus Land Act.

U.S. VETS currently occupies 1,982 square feet of office space and reception area on the fourth floor of BHPH. The term of this Agreement is for five (5) years, with the option to extend annually for five (5) additional years, provided the Licensee continues the provision of services to veterans, their dependents, and survivors.

There is no consideration to the County in the form of rent, but there will be a cost reimbursement by the Licensee to MVA for costs associated with its space utilization at BHPH. The cost reimbursement is crucial for maintaining the fiscal health and sustainability of MVA and the necessary maintenance, repairs, and operational expenses of BHPH. This approach not only helps to offset the costs associated with

running the BHPH but also ensures that resources are available for continuous improvement initiatives, ensuring that BHPH remains a reliable and high-quality resource for veterans in need of support. The cost reimbursement associated with the Agreement for Fiscal Year 2025-2026 is approximately \$55,000.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan, North Star 1: *“Make Investments That Transform Lives”* supports the investment in solutions that address our most complex societal challenges affecting our most vulnerable communities such as our veterans; and North Star 3: *“Realize Tomorrow’s Government Today”*, by responding to public needs and expectations as an innovative, flexible, effective, and transparent partner focused on advancing the common good and being fiscally responsible.

FISCAL IMPACT/FINANCING

There will be no fiscal impact to the County by entering into the proposed Agreement because MVA is a net county cost department. The proposed Agreement will offset costs associated with the maintenance, repairs, and operational expenses for BHPH. The anticipated cost reimbursement is approximately \$55,000 for Fiscal Year 2025-26.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

County Counsel has reviewed the proposed license and has approved them as to form.

ENVIRONMENTAL DOCUMENTATION

The proposed delegation of authority to approve and execute the proposed Agreement is categorically exempt from the CEQA because it is within a certain class of projects that has been determined not to have a significant effect on the environment according to section 15301(a) of the State CEQA Guidelines and Classes, and Class 1 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. Additionally, it will comply with all applicable regulations, is not located in a sensitive environment, and has no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites compiled pursuant to Government Code Section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable.

Upon the Board's approval of the recommended action, the Chief Executive Officer, or her designee, will file a Notice of Exemption with the Registrar-Recorder/County Clerk and with the State Clearinghouse at the Governor's Office of Land Use and Climate Innovation in accordance with section 21152 of the Public Resources Code and will post the notice to the County's website pursuant to section 21092.2.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The approval of the recommended action will not have any significant impact on MVA's service delivery.

CONCLUSION

Upon approval by your Board, please instruct the Executive Officer of the Board to return two (2) approved copies of this adopted action to:

Department of Military and Veteran Affairs of Los Angeles County
Zuleyda Santana, Chief Deputy Director
1816 S. Figueroa Street
Los Angeles, CA 90015

The Department's contact may be reached at zsantana@mva.lacounty.gov or (213) 765-9225.

Respectfully submitted,

JIM ZENNER, DIRECTOR

JZ:ZS:cb

Enclosure

c: Chief Executive Officer
County Counsel

NON-EXCLUSIVE LICENSE AGREEMENT

THIS NON-EXCLUSIVE LICENSE AGREEMENT ("License") is made and entered into this [redacted] day of [redacted] 2025.

BY AND BETWEEN

COUNTY OF LOS ANGELES,
a body corporate and politic ("Licensor" or
"County,")

AND

**UNITED STATES VETERANS INITIATIVE
(U.S. VETS),** a nonprofit corporation,
hereinafter referred to as "Licensee."

RECITALS:

A. **WHEREAS** County is the owner of certain real property located at 1816 S. Figueroa Street, Los Angeles, California 90015, commonly known as the Bob Hope Patriotic Hall (the "Property"), and identified as Los Angeles County Assessor Number 5126-009-900. The Property consists of a building approximately 85,276 square feet and a surface parking lot ("Building") located at the same address.

B. **WHEREAS** on June 3, 2025 the County was delegated authority to approve a non-exclusive license agreement with U.S. Vets for use space at the Property.

C. **WHEREAS** County is authorized to license use of the Property pursuant to Government Code Section 26227.

D. **WHEREAS** In consideration of the mutual promises, covenants, and conditions set forth herein, the parties hereto and each of them do agree as follows:

1. LICENSED AREA

1.1 Licensor hereby grants to Licensee a License to enter upon and use the Premises, and the right of ingress and egress to and from the Premises, subject to the terms and conditions herein, for the purpose of operating a Veterans Mental Health Outreach and Support Services Office (Office) for the provision of services to veterans, their dependents and survivors. The Office at the Premises shall consist of a portion of the fourth floor as shown on Exhibit A, attached hereto and incorporated herein by reference. Licensee also shall have use of the Building and other areas of the Property as long as the use is related to their veteran services (the "Licensed Area").

1.2 The Licensed Area shall be used only by the Licensee for the purpose of providing mental health outreach and support services for veterans, their dependents, and survivors.

1.3 Licensee acknowledges that Licensee has performed a personal inspection of the Licensed Area and the surrounding area and evaluation of the extent to which the physical condition thereof will affect the License. Licensee accepts the Licensed Area in its present physical condition and agrees to make no demands upon County for any improvements or alterations thereof.

1.4 Licensee hereby acknowledges the title of County and/or any other public agencies having jurisdiction thereover in and to the Licensed Area and covenants and agrees never to assail, contest, or resist said title.

1.5 This License is subject to all existing covenants, conditions, reservations, contracts, leases, licenses, easements, encumbrances, restrictions, and rights of way with respect to the Property, whether or not of record. To the best of Licensor's knowledge, Licensor is possessed of the right to grant this License and there currently exists no condition that would adversely affect the Licensee's ability to use the Property for the purposes described herein.

1.6 This License does not create a partnership or joint venture between Licensor and Licensee. Nothing herein shall be construed to mean that any employee of Licensee is an agent or employee of Licensor.

1.7 Any County equipment, furniture, and personal property existing on the Premises as of the commencement date of this License shall remain the property of County. Licensee accepts such equipment, furniture, and personal property in "as is" condition, and Licensee shall assure that such equipment, furniture and personal property shall be used only by staff who are properly trained and who have demonstrated competence in its use. No additional County equipment, furniture, or personal property shall be provided to Licensee by County unless first approved by the Los Angeles County Board of Supervisors in the form of an amendment hereto or by separate agreement.

1.8 Regular business hours are Monday through Friday 8:00 am to 5:00 pm. Use of the facility outside of regular business hours is permitted with prior approval of the Department of Military and Veterans Affairs ("MVA). Parking is unreserved and available on a first come first served basis.

2. TERM

2.1 The initial term of the License shall commence on July 1, 2025 (the "Effective Date"), and terminate on June 30, 2030. Licensor shall grant to Licensee five (5) 1-year options to extend the initial term. To elect an applicable option to extend, Licensee shall notify Licensor in writing no later than two (2) months prior to the expiration of the then applicable term and be countersigned by Licensor for the applicable extension to be valid.

2.2 The County shall have the option of terminating this License at will upon giving Licensee notice in writing. The County will endeavor but shall not be required to give at least thirty (30) days advance notice of such termination. Notwithstanding the foregoing provision, this License may be immediately cancelled by the County in the event of an emergency or unsafe condition.

2.3 Assignment and Transfer. Neither Party shall assign or transfer any of its rights or obligations under this Agreement, including by operation of law or change of control or merger, without the other Party's prior written consent.

2.4 Licensee has the option to terminate this License at any time and upon thirty (30) days' written notice to the Licensor.

2.5 Based on the frequency of use of the Licensed Area and the space needs of veterans organizations, the MVA may modify the number of cubicles Licensee is allowed to use or terminate this License under Section 2.4 by giving written notice to Licensee prior to the effective date of such modification.

2.6 Subject to Section 10 of this License, in the event of any default by Licensee under this License or the Operating Agreement, which continues beyond any and all applicable notice and cure periods, in addition to any and all other rights and remedies available to County at law or in equity, County shall have the right to terminate this License and all rights of Licensee hereunder

by giving written notice to Licensee of such election by County. If County shall elect to terminate this License, then it may recover any or all amounts from Licensee as provided under California law.

3. CONSIDERATION

The parties agree that shared service costs will be determined by or based on the agreed percentage of the Licensed Area. The annual cost based on the occupied square footage of 1,982 will be **\$54,941** for the current fiscal year (FY) and may increase annually based on the current market rate per square foot in the area. The current rate per square foot is calculated at \$2.31 per square foot. MVA may implement such a change formally in writing 30 days in advance.

4. USE

4.1 Licensee shall use the Licensed Area for the purpose of activities that honor and support the mission by providing mental health outreach and support services to veterans, their dependents, and survivors. This includes, but is not limited to, events, commemorations, and programs that acknowledge their contributions and promote their well-being. The Licensed Area shall be used exclusively for purposes related to these veteran services Licensee shall be responsible for all persons and invitees, guests, agents, employees, clients, and contractors ("Licensee's Parties") that it allows to visit or occupy the Licensed Area and shall be liable to County for all acts of such Licensee's Parties. County shall not be liable for damages or any error with regard to the admission to or exclusion from the Licensed Area, of any Licensee's Parties. Licensee's use of the Licensed Area shall be in compliance at all times with the building rules and regulations and operational standards including but not limited to the approved fire safety and evacuation plans and any approved health and safety plan.

4.2 Licensee shall notify the Director of MVA prior to any proposed material change in the provision of services or the honoring of the services of veterans, at the Licensed Area or the use of the Licensed Area, and obtain MVA's prior written approval thereof.

4.3 Licensee shall not use Los Angeles County Military and Veterans Affairs (MVA) or Patriotic Hall in any logos, branding materials, marketing content, or official communications. This includes but is not limited to any visual representations, insignias, or trademarks that incorporate or resemble these names.

5. OPERATING RESPONSIBILITIES

5.1 Compliance with Legal Requirements. Licensee's operations in and use of the Licensed Area shall conform to and abide by all County ordinances, all State and Federal laws and regulations insofar as the same or any of them are applicable; and where permits, regulatory agency approvals and/or licenses are required for Licensee's specific use of the Licensed Area, the same must be first obtained from the regulatory agency having jurisdiction thereover.

5.2 Signs. Licensee shall post no signs or advertising matter upon the Licensed Area unless prior approval therefor is obtained from the County.

5.3 Sanitation. No offensive matter or refuse or substance constituting an unnecessary, unreasonable, or unlawful fire hazard, or material detrimental to the public health, shall be permitted or remain on the Licensed Area, and Licensee shall prevent any accumulation thereof from occurring.

5.4 Security Devices. The Licensee shall be responsible for securing the licensed area.

5.5 Examination of Licensed Area. Licensee shall permit authorized representatives of the County to enter the Licensed Area for the purpose of determining whether the authorized activities are being conducted in compliance with the terms of this License, or for any other purpose incidental to the performance of the duties required by the Los Angeles County Code.

5.6 Hazardous Materials. Licensee hereby warrants and represents that it shall comply with all Federal, State and local laws and regulations concerning Licensee's use, release, storage and disposal of Hazardous Substances on the Premises. For purposes of the License, the phrase "Hazardous Substances" shall be deemed to include hazardous, toxic or radioactive substances as defined in California Health and Safety Code Section 25316, as amended from time to time, or the same or related defined phrase in any successor or companion statutes, and crude oil or byproducts of crude oil, other than crude oil which exists on the Premises as a natural formation, and those chemicals and substances identified pursuant to Health and Safety Code Section 25249.8.

5.7 Rules and Regulations. Licensee shall treat visitors and other occupants and users of the Property with courtesy, dignity and respect. Consumption of alcoholic beverages is prohibited on County property absent special permission from the County Board of Supervisors.

6 REPAIRS AND MAINTENANCE:

6.1 County's Repair Rights and Obligations. Except as provided in this Section 6.1 below, County has no obligation whatsoever to alter, remodel, improve, repair, renovate, retrofit, replace, redecorate or paint all or any part of the Licensed Area. Licensee waives the right to make repairs at County's expense under any law, statute or ordinance now or hereafter in effect (including the provisions of California Civil Code Section 1942 and any successive sections or statutes of a similar nature), it being agreed that Licensee and County have by this License made specific provisions for such repairs and have defined their obligations relating thereto.

Notwithstanding anything above to the contrary, promptly following written notice thereof from Licensee, County shall, at its cost, repair and maintain the mechanical (including HVAC), electrical, plumbing and fire/life safety systems serving the Building in general, exterior walls, foundations and other structural portions of the Building, including, without limitation, the roof (including the roof membrane); provided, however, to the extent such maintenance or repairs are required as a result of any act, neglect, fault or omission of Licensee or any of Licensee's Parties or otherwise made necessary due to Licensee's specific use (as opposed to general occupancy of the Licensed Area), Licensee shall pay to County within thirty (30) days of receipt by Licensee of written demand from County, as additional rent, the actually-incurred costs of such maintenance and repairs.

6.2 Repair of Damage. Licensee shall, at Licensee's sole expense, be responsible for the cost of repairing any area of the building in which the Licensed Area is located, including the Licensed Area, which is damaged by Licensee or Licensee's Parties, including the repair of low voltage electronic, telecommunications, phone and data cabling and related equipment that is installed by or for the exclusive benefit of Licensee. All repairs and replacements shall: (a) be made and performed by contractors or mechanics approved by County, which approval shall not be unreasonably withheld or delayed; (b) be at least equal in quality, value, and utility to the original work or installation; and (c) be in accordance with all laws.

6.3 Condition of Licensed Area. Licensee acknowledges and agrees that, except to the extent otherwise specifically set forth in this License, County has not made, does not make and specifically negates and disclaims any representations, warranties, promises, covenants, agreements or guarantees of any kind or character whatsoever concerning or with respect to (a)

the value, nature, quality or condition of the Licensed Area; (b) the suitability of the Licensed Area for any and all activities and uses which Licensee may conduct thereon; (c) the compliance of the Licensed Area with any laws, rules, ordinances or regulations of any applicable governmental authority or body, including, without limitation, environmental laws (collectively, "Laws"); (d) the habitability, merchantability, marketability, profitability or fitness for a particular purpose of the Licensed Area; (e) the manner or quality of the construction or materials incorporated into the Licensed Area; (f) the manner, quality, state of repair or lack of repair of the Licensed Area; or (g) any other matter with respect to the Licensed Area. Licensee further acknowledges and agrees that, except to the extent specifically set forth in this License, the leasing of the Licensed Area as provided for herein is made on an "AS-IS" condition and basis with all faults. County shall have no liability or responsibility for any latent or patent defects in the Licensed Area. Except for damages arising from County's failure to perform its obligations under Section 6.2, Licensee and anyone claiming by, through or under Licensee hereby fully and irrevocably releases County from any and all claims that it may now have or hereafter acquire against County for any cost, loss, liability, damage, expense, demand, action or cause of action arising from or related to any construction defects, errors, omissions or other conditions, including, but not limited to, environmental matters, now or hereafter affecting the Licensed Area. This release includes claims of which Licensee is presently unaware or which Licensee does not presently suspect to exist in its favor which, if known by Licensee, would materially affect Licensee's release of County.

6.4 Alterations. Licensee shall not make alterations, repairs, additions or improvements or install any cable (collectively referred to as "Alterations") without first obtaining the written consent of County in each instance, which consent shall be at the County's sole and absolute discretion. However, County's consent shall not be required for any Alteration that satisfies all of the following criteria (a "Cosmetic Alteration"): (a) is of a cosmetic nature such as painting, wallpapering, hanging pictures and installing carpeting; (b) is not visible from the exterior of the Licensed Area or Building; (c) will not affect the Building; and (d) does not require work to be performed inside the walls or above the ceiling of the Licensed Area. Cosmetic Alterations shall be subject to all the other provisions of this Section 6.4. Prior to starting work, Licensee shall furnish County with plans and specifications; names of contractors reasonably acceptable to County (provided that County may designate specific contractors with respect to Building); required permits and approvals; evidence of contractor's and subcontractor's insurance in amounts reasonably required by County and naming County as an additional insured; and any security for performance in amounts reasonably required by County. Material changes to the plans and specifications must also be submitted to County for its approval. Alterations shall be constructed in a good and workmanlike manner using materials of a quality reasonably approved by County. Licensee shall reimburse County for any sums paid by County for third party examination of Licensee's plans for non-Cosmetic Alterations. In addition, Licensee shall pay County a fee for County's oversight and coordination of any non- Cosmetic Alterations equal to 5% of the cost of the non-Cosmetic Alterations. Upon completion, Licensee shall furnish "as-built" plans for non-Cosmetic Alterations, completion affidavits and full and final waivers of lien. County's approval of an Alteration shall not be deemed a representation by County that the Alteration complies with Law.

6.5 In the event that Licensee makes any alterations or improvements in violation of Section 6.4 of this License, County may immediately and without prior notice to Licensee exercise any or all of the following options:

- (a) Require Licensee to immediately remove all alterations and improvements and restore the Licensed Area to its pre-existing condition;
- (b) Remove the alterations or improvements and charge Licensee for the cost of such removal;

- (c) Notify Licensee of County's intent to retain any and all improvements installed by Licensee in violation of Section 1.05 upon termination of the License; and/or
- (d) Terminate the License and require Licensee to vacate the Licensed Area immediately.

7 INDEMNIFICATION AND INSURANCE REQUIREMENTS: During the term of this License, the following indemnification and insurance requirements shall be in effect.

I. INDEMNIFICATION

The Licensor shall indemnify, defend and hold harmless the Licensee from and against any and all liability, loss, injury or damage including (but not limited to) demands, claims, actions, fees, costs and expenses (including attorney and expert witness fees), arising from or connected with the Licensor's repair, maintenance and other acts and omissions arising from and/or relating to the Licensor's ownership of the Premises.

The Licensee shall indemnify, defend and hold harmless the Licensor, from and against any and all liability, loss, injury or damage including (but not limited to) demands, claims, actions, fees, costs and expenses (including attorney and expert witness fees), arising from or connected with the Licensee's repair, maintenance and other acts and omissions arising from and/or relating to the Licensee's use of the Premises.

Any entity hired by Licensee shall 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 or relating to this Contract, except for such loss or damage arising from the sole negligence or willful misconduct of the County Indemnitees.

II. GENERAL INSURANCE PROVISIONS - LICENSEE REQUIREMENTS

Without limiting the Licensee's indemnification of Licensor and during the term of this License, and until all of its obligations pursuant to this License have been met, Licensee shall provide and maintain at its own expense insurance coverage satisfying the requirements specified in this License. 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 Licensee pursuant to this License. The Licensor in no way warrants that the Required Insurance is sufficient to protect the Licensee for liabilities, which may arise from or relate to this License.

A. Evidence of Coverage and Notice to Licensor

- Certificate(s) of insurance coverage (Certificate) satisfactory to Licensor, and a copy of an Additional Insured endorsement confirming Licensor and its Agents (defined below) has been given Insured status under the Licensee's General Liability policy shall be delivered to Licensor at the address shown below and provided prior to the start day of this License.
- Renewal Certificates shall be provided to Licensor not less than 10 days prior to Licensee's policy expiration dates. The Licensor reserves the right to obtain complete, certified copies of any required Licensee insurance

policies at any time.

- Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this License by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate shall match the name of the Licensee identified in this License. Certificates shall 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 twenty-five thousand (\$25,000.00) dollars, and list any Licensor required endorsement forms.
- Neither the Licensor's failure to obtain, nor the Licensor's receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the Licensee, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.
- Certificates and copies of any required endorsements, notices of cancellation shall be delivered to:

County of Los Angeles
Chief Executive Office
Real Estate
320 West Temple Street, 7th Floor
Los Angeles, CA 90012

Licensee also shall promptly notify Licensor of any third-party claim or suit filed against Licensee, which arises from or relates to this License, and could result in the filing of a claim or lawsuit against Licensee and/or Licensor.

B. Additional Insured Status and Scope of Coverage

The Licensor, which is the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers (collectively County and its Agents), shall be provided additional insured status under Licensee's General Liability policy with respect to liability arising from or connected with the Licensee's acts, errors, and omissions arising from and/or relating to the Licensee's operations on and/or its use of the Premises.

Licensor's additional insured status shall apply with respect to liability and defense of suits arising out of the Licensee's acts or omissions, whether such liability is attributable to the Licensee or to the Licensor. The full policy limits and scope of protection also shall apply to the Licensor as an additional insured, even if they exceed the Licensor's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

C. Cancellation of Insurance

Except in the case of cancellation for non-payment of premium, Licensor's insurance policies shall provide, and Certificates shall specify, that Licensor shall receive not less than thirty (30) days advance written notice by mail of any cancellation of the Required Insurance. Ten (10) days prior notice may be given to Licensor in event of cancellation for non-payment of

premium.

D. Failure to Maintain Insurance

Licensee's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the License, upon which County immediately may suspend or terminate this License. County, at its sole discretion, may obtain damages from Licensee resulting from said breach. Alternatively, the County may purchase the Required Insurance and without further notice to Licensee, pursue Licensee reimbursement.

Use of the Licensed Area shall not commence until Licensee has complied with the insurance requirements and shall be suspended during any period that Licensee fails to maintain said policies in full force and effect.

E. Compensation for County Costs

In the event that Licensee fails to comply with any of the indemnification or insurance requirements of this License, and such failure to comply results in any costs to County, Licensee shall pay full compensation for all reasonable costs incurred by County.

F. Insurer Financial Ratings

Insurance is to be provided by an insurance company authorized to do business in California and acceptable to the Licensor, with an A.M. Best rating of not less than A:VII, unless otherwise approved by the Licensor.

G. Licensee's Insurance Shall Be Primary

Licensee's insurance policies, with respect to any claims related to this License, shall be primary with respect to all other sources of coverage available to Licensor. Any Licensor maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Licensee coverage.

H. Waiver of Subrogation

To the fullest extent permitted by law, the Licensee hereby waives its and its insurer(s) rights of recovery against Licensor under all required insurance policies for any loss arising from or related to this License. The Licensee shall require its insurers to execute any waiver of subrogation endorsements, which may be necessary to affect such waiver.

I. Deductibles and Self-Insured Retentions (SIRs)

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

J. Claims Made Coverage

If any part of the Required Insurance is written on claims made basis, any policy retroactive date shall precede the start date of this License. Licensee understands and agrees it shall maintain such coverage for a period of not less than three (3) years following License

expiration, termination or cancellation.

K. Application of Excess Liability Coverage

Licensee 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.

L. Separation of Insureds

All liability policies shall 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.

M. Licensor Review and Approval of Insurance Requirements

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

III. INSURANCE COVERAGE TYPES AND LIMITS

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

General Aggregate:	\$ 10 million
Products/Completed Operations Aggregate:	\$ 10 million
Personal and Advertising Injury:	\$ 5 million
Each Occurrence:	\$ 5 million

B. 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 shall cover liability arising out of Licensee's use of autos pursuant to this License, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

C. 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 applicable to Licensee's operations, coverage also, shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

D. Commercial Property Insurance. Such insurance shall:

- Provide coverage for Licensor's property and any improvements and betterments; this coverage shall be at least as broad as that provided by the Causes-of-Loss Special Form (ISO form CP 10 30), excluding earthquake and including flood and ordinance or law coverage.
- Be written for the full replacement cost of the property, with a deductible no greater than \$250,000 or 5% of the property value, whichever is less. Insurance proceeds shall be payable to the Licensee and Licensor as their interests may appear.

E. Crime Coverage: Insurance within amounts not less than \$1,000,000 covering against loss of money, securities, or other property referred to in this Agreement, and naming the County as loss payee.

F. Sexual Misconduct Liability: Insurance covering actual or alleged claims for sexual misconduct and/or molestation with limits of not less than \$2 million per claim and \$2 million aggregate, and claims for negligent employment, investigation, supervision, training or retention of, or failure to report to proper authorities, a person(s) who committed any act of abuse, molestation, harassment, mistreatment or maltreatment of a sexual nature.

G. 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 \$3 million aggregate. Further, Contractor understands and agrees it shall maintain such coverage for a period of not less than three (3) years following this Agreement's expiration, termination or cancellation.

8 TRANSFERS

8.1 Licensee acknowledges that the rights conferred herein are personal to Licensee and do not operate to confer on or vest in Licensee any title, interest, or estate in the Licensed Area or any part thereof, and therefore, Licensee shall not assign, hypothecate or mortgage the Licensed Area or any portion thereof, by, through, or pursuant to this License.

8.2 Licensee may allow program partners, as authorized in writing by MVA, to share space in the Licensed Area to conduct activities in furtherance of the License Use. MVA's authorization of program partners may be withheld or revoked at the sole discretion of MVA. Licensee's program partners shall comply with all terms and conditions of the License. The Licensee shall indemnify the County for acts or omissions of its program partners in accordance with Paragraph 7 of this License.

9 NONDISCRIMINATION

Licensee certifies and agrees that all persons employed by Licensee and/or by the affiliates, subsidiaries, or holding companies thereof are and shall be treated equally without regard to or because of race, ancestry, national origin, or sex, in compliance with all Federal and State laws prohibiting discrimination in employment, including, but not limited to, the Federal Civil Rights Act of 1964; the Unruh Civil Rights Act; the Cartwright Act; the State Fair Employment Practices Act; and the Americans with Disabilities Act.

10 DEFAULT; REMEDIES

10.1 Defaults by Licensee.

The occurrence of any of the following shall constitute a default under this License by Licensee:

- (e) Any failure by Licensee to observe and perform any other provisions of this License or the Operating Agreement to be observed and performed by Licensee, when such failure is curable and continues uncured for thirty (30) days after written notice by County to Licensee; provided that if the nature of the default cannot be reasonably cured within thirty (30) days, Licensee shall not be deemed in default if it shall commence or cause commencement of curing such default within such 30-day period and diligently prosecutes or causes diligent prosecution of same to completion;

- (f) The abandonment or vacation of the Property and/or the cessation of business by Licensee at the Property;
- (g) Failure by Licensee to materially observe and perform any material provisions of this License to be observed and performed by Licensee, where such failure is not curable.

The notices required under this Section 10 are the only notices required to be given by County to Licensee in the event of Licensee's default and are not in addition to any statutory notices otherwise required by the unlawful detainer statutes of California.

10.2 Termination of License and Remedies.

In the event of any default by Licensee, which continues beyond any and all applicable notice and cure periods, in addition to any and all other rights and remedies available to County at law or in equity, County shall have the right to terminate this License and all rights of Licensee hereunder by giving written notice to Licensee of such election by County. If County shall elect to terminate this License, then it may recover any or all amounts from Licensee as provided under California law.

10.3 County's Right to Cure Licensee's Defaults.

County may at any time after Licensee commits an act of default pursuant to this License, upon ten (10) days' notice, or a shorter period if additional damage may result, cure such act of default for the account and at the expense of Licensee.

10.4 Remedies Cumulative. All rights and remedies of County under this License shall be nonexclusive of and in addition to any other remedy available to County at law or in equity.

11 WAIVER

11.1 Any waiver by either party of any breach of any one or more of the covenants, conditions, terms, and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term, or agreement herein contained, nor shall failure on the part of either party to require exact, full and complete compliance with any of the covenants, conditions, terms, or agreements herein contained be construed as in any manner changing the terms of this License or estopping either party from enforcing the full provisions hereof.

11.2 No option, right, power, remedy, or privilege of either party shall be construed as being exhausted by the exercise thereof in one or more instances. The rights, powers, options, and remedies given either party by this License shall be cumulative.

12 SURRENDER

Upon any termination of this License, whether by lapse of time, cancellation pursuant to an election provided for herein, forfeiture, or otherwise, Licensee shall immediately surrender possession of the Licensed Area and all buildings and improvements on the same to County in good and tenantable repair, reasonable wear and damage from fire or other casualty or peril excepted.

13 ENFORCEMENT

The County's Chief Executive Officer shall be responsible for the enforcement of this License on behalf of County, and shall be assisted therein by those officers, employees, or committees of County having duties in connection with the administration thereof.

14 COUNTY LOBBYIST ORDINANCE

Licensee is aware of the requirements of Chapter 2.160 of the Los Angeles County Code with respect to County Lobbyists as such are defined in Section 2.160.010 of said Code and certifies full compliance therewith. Failure to fully comply shall constitute a material breach upon which County may terminate or suspend this License.

15 SEVERABILITY

If any provision of this License shall be held to be invalid or unenforceable for any reason, (i) the remaining provisions shall continue to be valid and enforceable, or (ii) if by limiting such provision it would become valid and enforceable, such provision shall be deemed to be written, construed and enforced as so limited.

16 NOTICES

Any notice required to be given under the terms of this License or any law applicable thereto may be placed in a sealed envelope, with postage paid, addressed to the person on whom it is to be served, and deposited in a post office, mailbox, sub post office, substation, mail chute, or other like facility regularly maintained by the United States Postal Service. The address to be used for any notice served by mail upon Licensee shall be:

Marisa Robinson, Operations Manager
U.S. VETS, Bob Hope Patriotic Hall
1816 S. Figueroa Street
Los Angeles, CA 90015

or such other place as may hereinafter be designated in writing to the County by Licensee.

Notice served by mail upon County shall be addressed to:

County of Los Angeles
Chief Executive Office
Real Estate
320 West Temple Street, 7th Floor
Los Angeles, CA 90012
Attn: Joyce Chang, Senior Manager

or such other place as may hereinafter be designated in writing to Licensee by the Chief Executive Officer. Service by mail shall be deemed complete upon deposit in the above-mentioned manner.

17 VALID LICENSE AND AUTHORIZATION TO ENTER INTO LICENSE.

The Parties hereto represent and warrant that this License is validly entered, and that the

persons signing below are authorized to enter into this License on behalf of the Party hereto represented by such person. No alteration or variation of this License shall be valid unless made in writing and signed by Licensor and Licensee.

18 DAMAGE OR DESTRUCTION

Should the Licensed Area or the building in which the Licensed Area is located be damaged by fire, incidents of war, earthquake, or other violent action of the elements, County shall have the option to terminate this License.

19 SOLICITATION OF CONSIDERATION

19.1 It is improper for any County officer, employee, or agent to solicit consideration, in any form, from a licensee with the implication, suggestion, or statement that the licensee's provision of consideration may secure more favorable treatment for the licensee in the award of the license or that the licensee's failure to provide such consideration may negatively affect the County's consideration of the licensee's submission. A licensee shall not offer to or give, either directly or through an intermediary, consideration, in any form, to a County officer, employee, or agent who has had any involvement in the negotiation, consummation or administration/management of a license.

19.2 Licensee shall immediately report any attempt by a County officer, employee or agent to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller Employee Fraud Hotline. Failure to report such solicitation may result in the License being terminated.

20 CONFLICT OF INTEREST

No County employee whose position in County service enables him/her to influence obtaining or awarding any lease, license, or permit, and no spouse or economic dependent of such employee, shall be employed in any capacity by the Licensee herein, or have any other direct or indirect financial interest resulting from this License.

21 ACKNOWLEDGMENT OF INELIGIBILITY FOR RELOCATION ASSISTANCE

Licensee hereby disclaims any status as a "displaced person" as such is defined in Government Code Section 7260 and hereby acknowledges his/her ineligibility for relocation assistance as provided in Government Code Section 7260 through 7276, inclusive, as interpreted in Title 25, Chapter 6, Section 6034(b) (1) of the California Administrative Code upon the future cancellation or termination of this License.

22 TAXATION OF LICENSED AREA

22.1 The interest (as defined in California Revenue and Taxation Code Section 107) in the Licensed Area created by this License may be subject to property taxation if created. The party in whom any such property interest is vested may be subject to the payment of the property taxes levied on the interest.

22.2 Licensee shall pay before delinquency all lawful taxes, assessments, fees or charges which at any time may be levied by the Federal, State, County, City, or any other tax or assessment-levying body upon the Licensed Area and any improvements located thereon.

22.3 If Licensee fails to pay any lawful taxes or assessments upon the Licensed Area which

Licensee is obligated to pay, Licensee will be in default of the License.

22.4 MVA reserves the right to pay any such tax, assessment, fee or charge, and all monies so paid by MVA shall be repaid by Licensee to MVA upon demand. Licensee and MVA agree that this is a license and not a lease and no real estate interest is being conveyed herein.

23 INTERPRETATION

Unless the context of this License clearly requires otherwise: (i) the plural and singular numbers shall be deemed to include the other; (ii) the masculine, feminine, and neuter genders shall be deemed to include the others; (iii) "or" is not exclusive; and (iv) "includes" and "including" are not limiting.

24 GOVERNING LAW AND FORUM

This License shall be governed by and construed in accordance with the internal laws of the State of California. Any litigation with respect to this License shall be conducted in the courts of the County of Los Angeles, State of California.

25 NONDISCRIMINATION

Licensee certifies and agrees that all persons thereby and/or the affiliates, subsidiaries, or holding companies thereof are and shall be treated equally without regard to or because of race, ancestry, national origin, or sex, and in compliance with all Federal and State laws prohibiting discrimination in employment, including but not limited to the Federal Civil Rights Act of 1964; the Unruh Civil Rights Acts; the Cartwright Act; and the State Fair Employment Practices Act. Licensee certifies and agrees that all persons invited on the Premises by Licensee shall be treated equally without regard to or because of race, religion, ancestry, national origin, or sex, and compliance with all Federal and State laws prohibiting discrimination in employment, including but not limited to the Federal Civil Rights Act of 1964; the Unruh Civil Rights Act; the Cartwright Act; and the California Fair Employment and Housing Act.

26 ELECTRONIC SIGNATURE/COUNTERPARTS

This License and any other document necessary for the consummation of the transaction contemplated by this License may be executed in counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic records and are executed electronically. An electronic signature means any electronic sound, symbol or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or e-mail electronic signatures. All executed counterparts shall constitute one agreement, and each counterpart shall be deemed an original. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, may be used in connection with the execution of this License and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this License had been delivered had been signed using a handwritten signature. County and Licensee (i) agree that an electronic signature, whether digital or encrypted, of a party to this License is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intended to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will rely on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this License based on the foregoing forms of signature. If this License has been executed by electronic signature, all parties executing this document are expressly

consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction

27 ENTIRE AGREEMENT

This License contains the entire agreement between the parties hereto, and no addition or modification of any terms or provisions shall be effective unless set forth in writing, signed by both County and Licensee.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, Licensee has executed this License or caused it to be duly executed and County of Los Angeles has caused this License to be executed on its behalf by the Chief Executive Officer, the day, month and year first above written.

LICENSEE:

U.S. VETS

By: _____

Name: _____

Title: _____

COUNTY OF LOS ANGELES:

FESIA A. DAVENPORT

Chief Executive officer

By: _____

John Cooke
Assistant Chief Executive Officer

ATTEST:

DEAN C. LOGAN

Registrar-Recorder/County Clerk

By: _____

APPROVED AS TO FORM:

DAWYN R. HARRISON

County Counsel

By: _____

Deputy County Counsel

EXHIBIT A
LICENSED AREA LAYOUT

Fourth Floor Plan

Sq. Ft. 1,982

Fourth Floor Plan



US Vets office space marked in red.



BOARD LETTER/MEMO CLUSTER FACT SHEET

Board Letter

Board Memo

Other

CLUSTER AGENDA REVIEW DATE	5/14/2025	
BOARD MEETING DATE	6/10/2025	
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)	Department of Children and Family Services	
SUBJECT	Request To Extend Funding Agreement With Southern California Grantmakers For Children And Youth In Home-Based Placements	
PROGRAM	Southern California Grantmakers Contract with Gita Murthy Consulting	
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: Increases contract maximum.	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – Not Applicable	
	SB 1438 entered on 05/07/25 If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.	
DEADLINES/ TIME CONSTRAINTS	Funding Agreement expires on 06/30/25. Amendment One is to extend the Funding Agreement for eighteen-months, from July 1, 2025 to December 31, 2026.	
COST & FUNDING	Total cost: \$257,500	Funding source: 100% State 2011 Realignment Funds
	TERMS (if applicable): July 2025 to December 2026	
	Explanation: This is a sole source because the contract maximum is being increased.	
PURPOSE OF REQUEST	DCFS oversees the \$34 million Flexible Family Support program which requires rigorous management, tracking and coordination with various County and community partners. Without this contract extension, FFS is at risk of delays and unmet State obligations. The consultant team brings expertise in strategic planning, advocacy and evaluation. To build on the progress achieved, GMC will provide ongoing technical assistance, implementation support, project management and evaluation services. The contract extension will ensure the successful execution and sustainability of FFS programs. If the contract cannot be extended, additional staffing would be essential to prevent program delays and ensure compliance with State requirements. However, adding new staff would be less efficient and more time-consuming than continuing current consultant support.	
BACKGROUND (include internal/external issues that may exist including any related motions)	In accordance with the ACL 23-02, California counties received instructions and guidance regarding FFS funding provided by Assembly Bill (AB) 179, the Budget Act of 2022. AB 179 appropriated \$50 million in one-time funding to increase home-based family care and provide additional resources for children and youth in foster care and their caregivers. DCFS received \$17 million in January 2023, for programs to be spent by June 2025 and an additional \$16 million in November 2023, extending the program through June 2026. Since July 2023, Gita Murthy Consulting (GMC) has led strategic	

	<p>planning, advocacy, technical assistance, and project management for FFS programs. GMC has provided critical support to DCFS for FFS including budget optimization, tracking systems, stakeholder updates and State-mandated reporting. Their expertise has positioned DCFS to maximize FFS impact.</p>
EQUITY INDEX OR LENS WAS UTILIZED	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Link to ARDI's Equity Lens: https://ceo.lacounty.gov/ardi/ If Yes, please explain how: DCFS utilizes these funds and programs to serve underserved and vulnerable populations children in foster care and non-minor dependents transitioning out of foster care. Additionally, the GMC consultant team includes subject matter experts with lived experience.</p>
FAMILY FIRST PREVENTSION SERVICES ACT (FFPSA) LENS WAS UTILIZED	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:</p>
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Link to BOS Priorities: https://ceo.lacounty.gov/category/priorites-initiative/ If Yes, please state which one(s) and explain how: FFS programming supports several Board priorities: Child Protection, Homeless Initiative and Poverty Alleviation. The largest FFS initiative empowers non-minor dependents ages 18 to 21 years to pursue enrichment activities of their choosing to enhance their skills, abilities, self-esteem, relationships and over-all well-being thereby supporting their transition to successful independence.</p>
DEPARTMENTAL CONTACTS	<p>Name, Title, Phone # & Email: Kym Renner, Deputy Director, 213-518-6580; rennek@dcsf.lacounty.gov Anna Holzner, CSA III, 213-840-7020; holzna@dcsf.lacounty.gov</p>



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

510 S. Vermont Avenue, Los Angeles, California 90020

(213) 351-5602

BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

Board of Supervisors

HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

LINDSEY P. HORVATH
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

June 10, 2025

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

**REQUEST TO EXTEND SOLE SOURCE FUNDING AGREEMENT WITH
SOUTHERN CALIFORNIA GRANTMAKERS FOR CHILDREN AND YOUTH IN
HOME-BASED PLACEMENTS (ALL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) requests the Board's approval to extend the Funding Agreement with Southern California Grantmakers (SCG) from July 1, 2025 through December 31, 2026.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee, to execute a Sole Source amendment substantially similar to Attachment A, to extend the Funding Agreement with SCG for an eighteen-month period, from July 1, 2025 to December 31, 2026. The Maximum Funding Agreement Sum for the extension is \$257,500, financed using 100 percent 2011 State Realignment funds.
2. Delegate authority to the Director of DCFS, or designee, to execute amendments to increase or decrease the Maximum Funding Agreement sum up to 10 percent, if such an amendment is necessary to meet a change in service demands and the necessary funding is available in the budget, provided that: a) approval from County Counsel is obtained prior to executing such amendment; and b) the Director of 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 execute amendments to the Funding Agreement for necessary changes to the terms and conditions, provided that: a) prior County Counsel approval is obtained; and b) the Director of DCFS notifies the Board and the CEO, in writing, within 10 business days after execution of such amendment.

"To Enrich Lives Through Effective and Caring Service"

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will allow DCFS to continue to work with SCG to provide resources that assist in providing ongoing technical assistance, implementation support, project management, and evaluation services to successfully execute and sustain the Flexible Family Supports (FFS) Programs, avoiding the risk of delays and unmet State obligations.

This Funding Agreement is needed to ensure successful program execution and compliance with technical requirements and sustainability planning. The Funding Agreement extension will ensure the successful execution and sustainment of the FSS programs.

The funds will also allow for resources to be used to onboard experienced professionals, including journalist, and evaluation consultants to enhance program reporting and impact storytelling, as well as, bring expertise in strategic planning, advocacy, and evaluation, which has been immeasurable to DCFS.

The funds allocated through this Funding Agreement will be utilized to increase home-based family care and provide support to children and youth in foster care and caregivers.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended actions are consistent with the principles of the Countywide Strategic Plan Goal NORTH STAR 1 – Make investments that transform lives – Focus Area Goal D. Support Vulnerable Populations – Strategy ii. Child Safety and Family Well-Being; NORTH STAR 2 – Foster vibrant and resilient communities – Focus Area Goal F. Community Connections – Strategy iv. Support Efforts to Engage Children and Families; as well as DCFS’ strong commitment and support to the well-being, permanency and long-term success of the children, youth and families of Los Angeles County.

FISCAL IMPACT/FINANCING

The total projected cost for the 18-month extension will be \$257,500, effective July 1, 2025 through December 31, 2026, financed using 100 percent 2011 State Realignment funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 27, 2023, the Board of Supervisors approved a Board Motion authorizing the Director of DCFS to allocate funding to the Center for Strategic Partnerships through its fiscal agent, SCG, for consulting services.

The SCG funding agreement provides resources for critical support, including budget optimization, tracking systems, stakeholder updates, and State-mandated reporting. It also provides resources for ongoing technical assistance, implementation support, project management and evaluation services. The Funding Agreement extension will ensure the successful execution and sustainability of the FFS Programs, avoiding the risk of delays and unmet State obligations.

SCG allows the County to continue establishing collaborations and partnerships between DCFS, home-based organizations and other support services that will strengthen communities, support healthier families, and improve self-sufficiency.

County Counsel and the CEO have reviewed this Board Letter. County Counsel has approved this Funding Agreement as to form.

Board Policy 5.100, Sole Source Contracts and Amendments, requires that the Board be notified if a department intends to increase the funding of the current contract beyond the original term. However, DCFS did not submit a Notice of Intent to the Board. The Sole Source Checklist has been approved by the CEO.

IMPACT ON CURRENT SERVICES

Approval of the recommended actions will increase home-based family care and provide support to children and youth in foster care and caregivers. The Funding Agreement extension allows SCG to continue establishing collaborations and partnerships between DCFS, home-based organizations and other support services that will strengthen communities, support healthier families, and improve self-sufficiency.

CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted copy of the Board letter and ~~BRANDON TO THE DEPARTMENT OF CHILDREN AND FAMILY SERVICES.~~

Director

Respectfully submitted,

BTN:JF:CMM:RW

LTI:SS:TN:dj

Attachment

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



AMENDMENT NUMBER ONE

CONTRACT NUMBER 23FSS

WITH

SOUTHERN CALIFORNIA GRANTMAKERS

FOR

HOME BASED FAMILY CARE

**AMENDMENT NUMBER ONE
SOUTHERN CALIFORNIA GRANTMAKERS
CONTRACT NUMBER 23FSS**

This Amendment Number One (“Amendment”) to the Funding Agreement (“Agreement”) for Children and Youth in Home Base Placements is made and entered into by and between the County of Los Angeles (“COUNTY”), and Southern California Grantmakers (“CONTRACTOR”), on this 1st day of July, 2025.

WHEREAS, on June 27, 2023 the Board of Supervisors, via a Board Motion, authorized the Department of Children and Family Services to enter into Agreement with CONTRACTOR, for a contract term effective July 1, 2023 to June 30, 2025, and CONTRACTOR has been providing consulting services; and

WHEREAS, the purpose of this Amendment is to extend the term of the funding agreement and add additional funds; and

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in Section A, Approved Funding and Costs; and Section B, Agreement Term.

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 A, Approved Funding and Costs, Subsection A.1.1 is added to read as follows:

Additional funds will be paid to SCG in two separate payments, for a total amount of \$257,500. An initial advance payment of \$128,750 will be paid within thirty (30) days of execution of this Amendment Number One. The first payment will cover the period from the effective date of the extended term, through Feb 28, 2026. SCG will provide semiannual reports on the progress of the FFS project. Reports will be submitted to DCFS by the 15th day of the next semi annual time period (October 15, 2025, Jan 15, 2026, April 15, 2026, July 15, 2026, October 15, 2026, and December 30, 2026). DCFS will advance the remaining balance on March 1, 2026.

2. Section B, AGREEMENT TERM, Subsection B.1 is added to read as follows:

B.1 The term of the funding agreement shall be extended for an eighteen-month period beginning July 1, 2025 through December 31, 2026, unless terminated earlier or extended, in whole or in part, as provided in this funding agreement.

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

**AMENDMENT NUMBER ONE
SOUTHERN CALIFORNIA GRANTMAKERS
CONTRACT NUMBER 23FSS**

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has caused this Amendment to be subscribed on its behalf by its duly authorized officer(s) as of the day, month and year first above written. The person(s) signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR in this Amendment. This Amendment may be executed in separate counterparts and may be delivered by electronic facsimile; each counterpart, when executed and delivered, shall constitute a duplicate original but all counterparts together shall constitute a single agreement.

COUNTY OF LOS ANGELES

CONTRACTOR

Southern California Grantmakers

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

By: Chris Essel

Name: Chris Essel

Title: President & CEO

By: KMF

Name: Karen M Freeman

Title: Chief Operating Officer

95-2831058
Tax Identification Number

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
Dawyn R. Harrison, Interim County Counsel

By: Beaudet
David Beaudet, Senior Deputy County Counsel

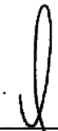
**AMENDMENT NUMBER ONE
SOUTHERN CALIFORNIA GRANTMAKERS
CONTRACT NUMBER 23FSS**

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has caused this Amendment to be subscribed on its behalf by its duly authorized officer(s) as of the day, month and year first above written. The person(s) signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR in this Amendment. This Amendment may be executed in separate counterparts and may be delivered by electronic facsimile; each counterpart, when executed and delivered, shall constitute a duplicate original but all counterparts together shall constitute a single agreement.

COUNTY OF LOS ANGELES

CONTRACTOR

Southern California Grantmakers

By: 

Brandon Nichols, Director
Department of Children and Family
Services

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

Tax Identification Number

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
Dawyn R. Harrison, Interim County Counsel

By: 

David Beaudet, Senior Deputy County Counsel

SOLE SOURCE CHECKLIST

Department Name: _____

- New Sole Source Contract
- Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
	➤ 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>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 18 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Chief Executive Office

Date

Sole Source Justification

Home Based Family Care Services

1. What is being requested?

This is a request to extend the current Home-Based Family Care Services contract with Southern California Grantmakers for FY 25-26, effective July 1, 2025 to December 31, 2026. The extension is needed to align with the extension given by the State. This would not allow sufficient time for a new RFP/contract.

2. Total Cost:

The allocation for the eighteen-month extension is \$257,500. The Maximum Funding Agreement Amount for the entire period (July 1, 2023 to December 31, 2026) is \$723,000, of which 100% is 2011 State Realignment Funds. Funding is included in the Department's Fiscal Year budget.

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

The SCG funding agreement provides resources for critical support, including budget optimization, tracking systems, stakeholder updates, and State-mandated reporting. It also provides resources for ongoing technical assistance, implementation support, project management and evaluation services. The Funding Agreement extension will ensure the successful execution and sustainability of the Flexible Family Support (FFS) Programs, avoiding the risk of delays and unmet State obligations. SCG allows the County to continue establishing collaborations and partnerships between DCFS, home-based organizations and other support services that will strengthen communities, support healthier families, and improve self-sufficiency.

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

NA

5. Have other products or vendor been considered?

No, because this is an extension since the state extended the FFS funds for an additional 16.5 million for 12 months. We want to continue with the vendor who worked on the original round 1 of FFS funding for fiscal years 23-25.

6. Will purchase of this product avoid other costs?

Yes, by extending the funding agreement, we can avoid the need for additional Children Services Administrators (CSA) that we would need to hire in order to provide the support that our consultants provide.

7. Is this service available from other providers?

This service may be available from other providers, but the service is only needed another twelve months, which would not allow for a new agreement.

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

N/A

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

N/A

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

Other providers may be able to adequately provide this service, but the service is only needed another twelve months, which would not allow for a new agreement.

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	5/14/2025	
BOARD MEETING DATE	6/10/2025	
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)	Department of Children and Family Services (DCFS)	
SUBJECT	One year contract extension	
PROGRAM	Child Abuse Prevention, Intervention, and Treatment (CAPIT) Services	
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: A one-year extension is needed to complete the Request for Proposals that was released on April 2024.	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input type="checkbox"/> Yes <input type="checkbox"/> No – Not Applicable If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.	
DEADLINES/ TIME CONSTRAINTS	The current contract expires on June 30, 2025. The next contract period from the Request for Proposal released on April 23, 2024, is expected to begin on July 1, 2026.	
COST & FUNDING	Total cost: \$3,102,000 annually	Funding source: 100% State Realignment.
	TERMS (if applicable): July 1, 2025 – June 30, 2026	
	Explanation:	
PURPOSE OF REQUEST	Approve and delegate authority to the Director of DCFS, or designee, to extend the CAPIT contracts for an automatic month-to-month term effective July 1, 2025 through June 30, 2026.	
BACKGROUND (include internal/external issues that may exist including any related motions)	<p>The Child Abuse Prevention, Intervention and Treatment (CAPIT) program is an integrated, comprehensive approach to strengthening 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. Services include but are not limited to:</p> <ul style="list-style-type: none"> • Counseling Services: agencies offer a wide array of counseling services including individual, couples, family and group. Many services are also provided in-home to better meet the needs of families. Individual and group services are available for children and adults. • Parenting Support and Education: agencies provide certificate-earning parenting education group sessions. • Linkage and Referral: agencies will link to other community-based agencies for additional follow-up or supportive services if they are unable to provide for the family's needs. 	

	<ul style="list-style-type: none"> Case Management Services: agencies will help individuals and families identify their strengths and develop a plan specific to the family's needs and goals.
EQUITY INDEX OR LENS WAS UTILIZED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Link to ARDI's Equity Lens: https://ceo.lacounty.gov/ardi/ If Yes, please explain how: All contracted services match the cultural and linguistic needs of their target population. In addition, two contracts meet the language and cultural needs of the Native Hawaiian/Asian Pacific Islander and American Indian/Native families.
FAMILY FIRST PREVENTION SERVICES ACT (FFPSA) LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Link to BOS Priorities: https://ceo.lacounty.gov/category/priorities-initiative/ If Yes, please state which one(s) and explain how: Making Investments that Transforms Lives: CAPIT provides comprehensive counseling and parent education services to strengthen families who are at risk of or already experiencing problems in family functioning. CAPIT supports this vulnerable population to ensure that children are maintained in a safe and nurturing environment.
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Aldo Marin, DCFS Board Liaison (213) 371-6052 marina@dcfs.lacounty.gov



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

510 S. Vermont Avenue, Los Angeles, California 90020

(213) 351-5602

BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

Board of Supervisors

HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

LINDSEY P. HORVATH
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

June 10, 2025

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 EIGHT SOLE SOURCE AMENDMENTS TO
EXISTING CHILD ABUSE PREVENTION, INTERVENTION, AND TREATMENT
SERVICE CONTRACTS
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) requests the Board's approval to approve eight Sole Source amendments to existing Child Abuse Prevention, Intervention, and Treatment (CAPIT) Services contracts beyond the original contract term, on an automatic month-to-month term effective from July 1, 2025 through June 30, 2026, to complete a solicitation currently in progress and execute new contracts expected to begin on July 1, 2026.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee, to extend eight CAPIT Services contracts by amendment (substantially similar to Attachment A) beyond the original contract term, for an automatic month-to-month term effective July 1, 2025 through June 30, 2026. The Maximum Annual Contract amount is \$3,102,000, financed by 100 percent 2011 State Realignment funds. Sufficient funding for the CAPIT Services contracts is included in the Fiscal Year (FY) 2025-2026 Recommended Budget and will be included in the Department's subsequent budget requests.
2. Delegate authority to the Director of DCFS, or designee, to extend the contracts by amendments for an additional automatic month-to-month term of six months beyond June 30, 2026, if such time is necessary to allow time to complete a solicitation, provided that: a) sufficient funding is available; b) County Counsel approval is

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obtained; and c) DCFS notifies the Board and Chief Executive Office (CEO), in writing, within 10 business days after the execution of such amendments.

3. Delegate authority to the Director of DCFS, or designee, to increase or decrease the Maximum Annual Contract amount by up to 10 percent when such a change is necessitated by additional and necessary services, provided that: a) sufficient funding is available; b) County Counsel approval is obtained; and c) DCFS notifies the Board and CEO, in writing, within 10 business days after the execution of such amendments.
4. Delegate authority to the Director of DCFS, or designee, to terminate CAPIT contracts for contractor default, provided that: a) County Counsel approval is obtained; and b) DCFS notifies the Board and CEO, in writing, within 10 business days after the termination of the contract.
5. Delegate authority to the Director of DCFS, or designee, to negotiate and execute amendments to the CAPIT 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 CAPIT program, provided that: a) County Counsel approval is obtained; and b) DCFS notifies the Board and CEO, in writing, within 10 business days after the execution of such amendments.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended action will allow DCFS to complete the solicitation currently in progress with new contracts expected to begin on July 1, 2026. The current CAPIT contracts will expire on June 30, 2025. The extension is needed to provide all non-selected proposers with the required due process.

The recommended actions will enable the County to continue an existing program designed to prevent child maltreatment before it occurs, mitigate risk factors associated with child abuse and neglect, provide intervention and treatment services to address the negative consequences and trauma of maltreatment, prevent re-maltreatment and re-entry into the public child welfare system and increase child safety in the home.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan North Stars: 1) Make Investments That Transform Lives; 2) Foster Vibrant and Resilient Communities; and 3) Realize Tomorrow's Government Today. Improving the well-being of children and families requires coordination, collaboration and integration of services across functional and jurisdictional boundaries by and between County departments/agencies and community and contracting partners.

FISCAL IMPACT/FINANCING

The Maximum Annual Contract amount is \$3,102,000, financed by 100 percent State Realignment funds. In addition, the contractors provide an in-kind match in an amount equal to, or more than, 10 percent of the Maximum Annual Contract amount as required by Welfare and Institutions Code Section 18961(5).

Funding for the CAPIT contracts is included in the Department's FY 2025-26 Recommended Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The current CAPIT contracts were awarded effective July 1, 2020 through June 30, 2023, with two optional one-year extension periods through June 30, 2025, as adopted by the Board of Supervisors on June 16, 2020. These contracts were solicited and ultimately selected via a Request for Proposals solicitation process.

On February 15, 2024, the California Department of Social Services granted DCFS authority to extend the CAPIT contracts for an additional one-year period effective July 1, 2025 through June 30, 2026. In addition, the Board was notified on April 17, 2025, of the Department's intent to extend the CAPIT Services contracts as required by Board Policy 5.100 for sole source amendments.

County Counsel and the CEO have reviewed this Board letter. County Counsel has approved the amendment (Attachment A) as to form.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the execution of the eight CAPIT Services contracts will ensure uninterrupted CAPIT services to target children and families residing in the County of Los Angeles and will help maintain the array of services designed to strengthen family resilience and nurture the development of healthy behaviors.

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.

The Honorable Board of Supervisors
June 10, 2025
Page 4

Respectfully submitted,



BRANDON T. NICHOLS
Director

BTN:JF:CMM:RW
LTI:AO:CK:tj

Enclosures

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



AMENDMENT NUMBER «AMENDMENT1»

TO

**CHILD ABUSE PREVENTION, INTERVENTION,
AND TREATMENT (CAPIT)**

CONTRACT NUMBER #«Contract »

WITH

«AGENCY1»

AMENDMENT NUMBER «AMENDMENT1»
CHILD ABUSE PREVENTION, INTERVENTION, AND TREATMENT
CONTRACT NUMBER #«Contract »

This Amendment Number «Amendment» (“Amendment”) to Child Abuse Prevention, Intervention, and Treatment Services Contract, (“Contract”) adopted by the Board of Supervisors on June 16, 2020, is made and entered into by and between the County of Los Angeles (“COUNTY”) and Contractor (“CONTRACTOR”), in Los Angeles, California this ___ day of _____ 2025.

WHEREAS, COUNTY and CONTRACTOR are parties to the Contract adopted by the Board on June 16, 2020, June 6, 2023, and subsequently on June 10, 2025, and CONTRACTOR has been providing Child Abuse Prevention, Intervention, and Treatment services to the COUNTY Department of Children and Family Services;

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in Section **8.0 Standard Terms and Conditions**, Subsections 8.1 Amendments and 8.2 Assignment and Delegation/Mergers or Acquisitions;

WHEREAS, this Amendment extends the Child Abuse Prevention, Intervention, and Treatment Services contract beyond the original contract term, on an automatic month-to-month extension effective July 1, 2025 through June 30, 2026, to complete a solicitation currently in progress and execute new contracts; 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 4.0, TERM OF CONTRACT**, Subsection 4.1.1 is added to read as follows:

4.1.1 The Maximum Annual Contract Sum for each year is as follows:

For Fiscal Year 2020 – 2021	<u>\$310,200</u>
For Fiscal Year 2021 – 2022	<u>\$310,200</u>
For Fiscal Year 2022 – 2023	<u>\$310,200</u>
For Fiscal Year 2023 – 2024	<u>\$310,200</u>
For Fiscal Year 2024 – 2025	<u>\$310,200</u>
For Fiscal Year 2025 – 2026	<u>\$310,200</u>

2. A Line Item and Budget Narrative effective July 1, 2025 through June 30, 2026, are attached to this amendment and incorporated as part of Exhibit B Line Item Budget and Exhibit C Budget Narrative.

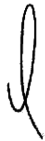
EXCEPT AS AMENDED HEREIN, ALL TERMS AND CONDITIONS OF THIS CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.

**AMENDMENT NUMBER «AMENDMENT1»
CHILD ABUSE PREVENTION, INTERVENTION, AND TREATMENT
CONTRACT NUMBER #«Contract »**

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

COUNTY OF LOS ANGELES

CONTRACTOR:



«AGENCY1»

By: _____
BRANDON T. NICHOLS, DIRECTOR
Department of Children and Family Services

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

«Tax ID»
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

SOLE SOURCE CHECKLIST

Department Name: _____

- New Sole Source Contract
- Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
	➤ 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>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Chief Executive Office

Date

Sole Source Justification

Child Abuse Prevention, Intervention, and Treatment (CAPIT) Program
July 1, 2025 – June 30, 2026

1. What is being requested?

The CAPIT Program is requesting an extension for eight CAPIT providers from July 1, 2025 through June 30, 2026, to ensure continuity of services. The current contract term is set to expire on June 30, 2025, and the new contracts resulting from the Request for Proposals released on April 23, 2024, are expected to begin on July 1, 2026, or sooner.

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

CAPIT is a voluntary community-based program that provides child abuse prevention, intervention, and treatment services. CAPIT seeks to address and diminish risk factors that may lead to child abuse and neglect by providing services to children and families which in turn will reduce the risk of child abuse and neglect, promote stability in living situations, and prepare families to better meet the children's needs.

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

The eight contracted providers are all incumbent providers under the current CAPIT contract and meet the Department's requirements .

4. Have other products or vendor been considered?

Other vendors have not been considered, as a Request for Proposals was released on April 23, 2024. The California Department of Social Services approved an extension request on February 15, 2024, effective July 1, 2025 through June 30, 2026.

5. Will purchase of this product avoid other costs?

N/A

6. Is this product proprietary or available from other dealers?

N/A

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?

The contract budget for the one year extension is \$3,102,000.00



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

Board of Supervisors
HILDA L. SOLIS
First District
HOLLY J. MITCHELL
Second District
LINDSEY P. HORVATH
Third District
JANICE HAHN
Fourth District
KATHRYN BARGER
Fifth District

April 17, 2025

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

From: Brandon T. Nichols
Director

NOTICE OF INTENT TO EXTEND THE TERM OF THE CURRENT EIGHT CHILD ABUSE PREVENTION, INTERVENTION, AND TREATMENT CONTRACTS BEYOND THE ORIGINAL CONTRACT TERM

In compliance with Board Policy 5.100, Sole Source Contracts and Amendments, the Department of Children and Family Services (DCFS) is notifying the Board of its intent to extend the current eight Child Abuse Prevention, Intervention, and Treatment (CAPIT) contracts beyond the original contract term. The extension amendments are for an automatic month-to-month term effective July 1, 2025 through June 30, 2026. The total cost for the extension will be \$3,102,000, financed using 100 percent State Realignment funds. Funding for the CAPIT contracts has been included in the Department's Fiscal Year 2025-2026 Budget Request.

This extension will allow DCFS to complete the solicitation currently in progress with new contracts expected to begin on or before July 1, 2026. Tentative selection and non-selection notices will be sent to all proposers, which will be followed by debriefing meetings with the non-selected proposers. During the debriefing meetings, non-selected proposers will be informed of their relative ranking; they will be provided with an opportunity to compare their response to the solicitation document; and they will also be provided with transmittal forms to submit a Proposed Contractor Selection Review (PCSR). The PCSR request is followed by a review from the Department and such review is subsequently provided to the non-selected proposer. If the non-selected proposer feels that the PCSR response is not sufficient, the non-selected proposer will be provided with an opportunity to request a County Independent Review. The extension is needed to provide all non-selected proposers with the required due process.

"To Enrich Lives Through Effective and Caring Service"

Each Supervisor
April 17, 2025
Page 2

On February 15, 2024, the California Department of Social Services granted DCFS authority to extend the CAPIT contracts for an additional one-year period effective July 1, 2025 through June 30, 2026. For more information, please see Attachment A.

The CAPIT program is an integrated, comprehensive approach to strengthening 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. Services include, but are not limited to, the following: counseling, parenting support, parenting education, referral assistance and case management services.

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:JF:CMM:RW
LTI:AO:CK:tj

Attachment

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



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES

744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

February 15, 2024

Leticia Torres-Ibarra
510 S Vermont Avenue
Los Angeles, CA 90020

Dear Ms. Leticia Torres-Ibarra:

SUBJECT: APPROVAL TO ISSUE REQUEST TO EXTEND CHILD ABUSE PREVENTION, INTERVENTION, AND TREATMENT SERVICES FOR ONE YEAR UNDER MPP 23-650.18

The California Department of Social Services (CDSS) has reviewed your January 16, 2024, request for Los Angeles County (County) to extend its existing Child Abuse Prevention, Intervention, and Treatment (CAPIT) Services contracts for an additional one-year period effective July 1, 2025, through June 30, 2026. We are approving your request for the reasons noted below.

Your letter states that this extension is needed because, absent it, there may be a gap or disruption in service coverage. The current contracts are scheduled to expire June 30, 2025. The Department of Children and Family Services (DCFS) was scheduled to release the new solicitation in late 2023. However, this was delayed and is now not expected to be released until March, 2024. On average, a solicitation using the RFP methodology takes 18 to 24 months. This is likely to put the completion of the RFP process after June 30, 2025, placing continuity of service at risk.

DCFS indicates that the benefit of extending the contracts would chiefly be to ensure that there is no interruption of services due to new contracts not yet being in place. The additional year would provide DCFS with enough time to complete the current solicitation process and obtain Board of Supervisors final approval before the existing contracts expire. Additionally, the extension would allow flexibility and strategic planning with qualified service providers.

Under CDSS Manual of Policies and Procedures (MPP) section 23-650.18, CDSS can approve contract extensions without competitive bidding in situations where unique circumstances necessitate procurement by negotiation. In this case, the extension is necessary to prevent the disruption of services that would result if the existing contracts were to lapse before the current solicitation is completed. CDSS has not identified negative cost impacts of the request, nor would the extension be inconsistent with state or federal procurement laws and regulations.

Ms. Leticia Torres Ibarra
Page Two

Finally, the extension would not negatively affect competition, as these contracts were awarded through an RFP and the requested extension is to facilitate a solicitation, not circumvent competitive bidding. No qualified provider would be substantially harmed or prevented from bidding and providing service because of an extension of one year.

Therefore, for the reasons stated above, your request to extend the current CAPIT Services contracts for an additional one-year period through June 30, 2026, is approved.

For comments or questions, I may be reached at Sharon.Hoshiyama@dss.ca.gov.

Sincerely,

Sharon Hoshiyama

Sharon Hoshiyama, Section Chief
Grants, MOU, Child Services Direct Services

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	5/14/2025	
BOARD MEETING DATE	6/10/2025	
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)	Department of Children and Family Services (DCFS)	
SUBJECT	Request to Approve A Sole Source Contract With Child Care Alliance of Los Angeles	
PROGRAM	Emergency Child Care (ECC) Bridge Program for Foster Children	
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: On October 14, 2024, DCFS received approval from the CDSS to negotiate a four-year contract with CCALA. On March 18, 2024, DCFS released a Request for Information in an effort to gather alternative options from organizations with specific experience in operational management of child care services related to ECC Bridge Services. There were no responses received. For this reason, CCALA is readily available to continue to provide DCFS with resources that address the complex care needs of foster children within the County.	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – Not Applicable If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.	
DEADLINES/ TIME CONSTRAINTS	The current sole source contract will expire on June 30, 2025. The extension will be effective July 1, 2025 through June 30, 2026.	
COST & FUNDING	Total cost: \$15,994,100	Funding source: 100 percent State General funds. The Maximum Annual Contract Sum is subject to change based upon the Annual Planning and Final Allocations provided by the California Department of Social Services (CDSS).
	TERMS (if applicable): The term of the contract will be effective July 1, 2025 through June 30, 2026, with three one-year optional extensions.	
	Explanation: Funding source will be used to for the coordination of child care services to be provided by the eight (8) Resource & Referral and three (3) Alternative Placement Program agencies in Los Angeles County as part of the Emergency Child Care (ECC) Bridge Program for Foster Children.	
PURPOSE OF REQUEST	Requesting approval for DCFS' Emergency Child Care (ECC) Bridge Program for Foster Children sole source contract with Child Care Alliance of Los Angeles to coordinate child care services.	
BACKGROUND (include internal/external issues that may exist including any related motions)	The State Bridge funding for the ECC Bridge Program was developed to increase the number of foster children successfully placed in home-based family care, increase the capacity of child care programs to meet the needs of foster children through placement with the aid of trauma-informed care trainings and coaching services and maximize funding to support the child care needs of foster families. Children thrive when they grow up and develop with families rather than in institutions. When children are removed from their parents due to abuse and neglect, they are in crisis and need a safe and loving family environment.	

	<p>By providing child care assistance to Resource Parents, they, in turn, help to stabilize the placement of children within their community of origin, prevent placement disruptions of young children, and are willing to accept young children into their care. The resulting benefits are: higher quality care for children between the ages of birth to twelve (12) and for children with exceptional needs up to the age of twenty-one (21); a reduction in replacements; and child care providers trained in trauma-informed care who can improve the child care experience for DCFS' dependent children.</p>
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Link to ARDI's Equity Lens: https://ceo.lacounty.gov/ardi/ If Yes, please explain how:
FAMILY FIRST PREVENTION SERVICES ACT (FFPSA) 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No Link to BOS Priorities: https://ceo.lacounty.gov/category/priorities-initiative/ If Yes, please state which one(s) and explain how: Office of Child Protection (OCP) The Emergency Child Care (ECC) Bridge Program actively supports the Office of Child Protection —one of the nine board priorities—by taking a proactive approach in the safety of children, providing permanency placements, and neglect prevention. When children are removed from their parents due to abuse and neglect, they are in crisis and need a safe, loving family environment. But for our youngest children, one of the top barriers to finding placement is the lack of access to child care. Resource parents are able to provide a stable home for more children in need when they have increased access to child care.
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Aldo Marin, Board Liaison, (213) 371-6052, marina@dcfs.lacounty.gov



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

510 S. Vermont Avenue, Los Angeles, California 90020

(213) 351-5602

BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

Board of Supervisors

HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

LINDSEY P. HORVATH
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

June 10, 2025

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

Dear Supervisors:

**REQUEST TO APPROVE A SOLE SOURCE CONTRACT WITH
CHILD CARE ALLIANCE OF LOS ANGELES FOR THE
EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER CHILDREN
(ALL SUPERVISORIAL DISTRICTS) (3-VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) requests the Board's approval of a Sole Source Contract with Child Care Alliance of Los Angeles (CCALA) for the coordination of child care services to be provided by the eight (8) Resource & Referral and three (3) Alternative Placement Program agencies in Los Angeles County as part of the Emergency Child Care (ECC) Bridge Program for Foster Children.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee, to execute a contract similar to Attachment A, with CCALA. The term of the contract will be effective July 1, 2025 through June 30, 2026, with three one-year optional extensions. The Maximum Annual Contract Sum will be \$15,994,100, financed by 100 percent State General Funds, however the amount is subject to change based upon the State's allocations to the ECC Bridge Program for Foster Children.
2. Delegate authority to the Director of DCFS, or designee, to execute amendments to: extend the term; make changes to contract terms and conditions; increase or decrease the Maximum Annual Contract Sum up to ten percent to align with the State's annual fiscal allocation to the ECC Bridge Program, provided that: a) sufficient funding is available; b) County Counsel approval is obtained; and c) the Director of DCFS, or designee, notifies the Board and the Chief Executive Office (CEO), in writing, within ten business days after execution.

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3. Delegate authority to the Director of DCFS, or designee, to terminate the contract for convenience or default by written notice of amendment, provided that: a) County Counsel approval is obtained; and b) the Director of DCFS, or designee, notifies the Board and the CEO, in writing, within ten business days of execution.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The State Bridge funding for the ECC Bridge Program was developed to increase the number of foster children successfully placed in home-based family care, increase the capacity of child care programs to meet the needs of foster children through placement with the aid of trauma-informed care trainings and coaching services and maximize funding to support the child care needs of foster families. Children thrive when they grow up and develop with families rather than in institutions. When children are removed from their parents due to abuse and neglect, they are in crisis and need a safe and loving family environment.

By providing child care assistance to Resource Parents, they, in turn, help to stabilize the placement of children within their community of origin, prevent placement disruptions of young children, and are willing to accept young children into their care. The resulting benefits are: higher quality care for children between the ages of birth to twelve (12) and for children with exceptional needs up to the age of twenty-one (21); a reduction in replacements; and child care providers trained in trauma-informed care who can improve the child care experience for DCFS' dependent children.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended services support the County's Strategic Plan North Star 1, Make Investments That Transform Lives; Focus Area Goal A, Healthy Individuals and Families: Invest in County health systems and expand care capacity that supports the physical health, mental health, and well-being of individuals across the life course continuum. This includes addressing the social determinants of health that impact resident's well-being.

FISCAL IMPACT/FINANCING

The Maximum Annual Contract Sum for July 1, 2025 through June 30, 2026 is \$15,994,100, financed using 100 percent State General Funds. The Maximum Annual Contract Sum is subject to change based upon the Annual Planning and Final Allocations provided by the California Department of Social Services (CDSS).

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 14, 2024, DCFS received approval from the CDSS to negotiate a four-year contract with CCALA.

On March 18, 2024, DCFS released a Request for Information in an effort to gather alternative options from organizations with specific experience in operational management of child care services related to ECC Bridge Services. There were no responses received. For this reason, CCALA is readily available to continue to provide DCFS with resources that address the complex care needs of foster children within the County.

The Board letter was reviewed by County Counsel and the CEO. County Counsel approved the Contract (Attachment A), as to form. The Sole Source Checklist, (Attachment B) has been approved by the CEO.

CONTRACTING PROCESS

On October 14, 2024, DCFS received approval from the CDSS (Attachment C) to enter into a Sole Source Contract with CCALA. On December 27, 2024, DCFS sent a Notice of Intent (Attachment D), in compliance with the County of Los Angeles Code 5.100 (Sole Source Contracting policy), to your Board of the Department's intent to negotiate a Sole Source Contract with CCALA for the continued administration of the ECC Bridge Program for Foster Children.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the current recommendations will allow the Department to continue to receive uninterrupted emergency child care services coordinated by CCALA, provide support for the child care needs of Resource Parents, and increase the number of foster children successfully placed in home-based family care.

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 this Board letter to the Department of Children and Family Services.

Respectfully submitted,



BRANDON T. NICHOLS
Director

BTN:JF:CMM:RW
LTI:CP:SK:ab

The Honorable Board of Supervisors
June 10, 2025
Page 4

Attachments

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

SOLE SOURCE CHECKLIST

Department Name: _____

- New Sole Source Contract
- Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
	➤ 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>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Chief Executive Office

Date

SOLE SOURCE JUSTIFICATION

It is the policy of the County to solicit the maximum number of bids/proposals for a commodity or service from the largest relevant market and to select vendors on a competitive basis.

There are certain acquisitions which, when in the best interest of the County, can only be obtained from a sole source. Sole source acquisitions must be justified in sufficient detail to explain the basis for suspending the usual competitive procurement process.

NOTE: Please refer to Section 2.5 of the Los Angeles County Services, Supplies & Equipment Contract/Purchasing Policy Manual (Attachment III).

DOCUMENTATION FOR SOLE SOURCE JUSTIFICATION MUST INCLUDE RESPONSES TO THE FOLLOWING QUESTIONS WHEN APPLICABLE:

1. What is being requested?
A sole source contract with Child Care Alliance of Los Angeles effective July 1, 2025 - June 30, 2026 for Emergency Child Care Bridge Program for Foster Children.
2. Why is the product needed – how will it be used?
Child Care Alliance of Los Angeles (CCALA) will coordinate child care services to be provided by the eight (8) Resource & Referral and three (3) Alternative Placement Program agencies in Los Angeles County as part of the Emergency Child Care (ECC) Bridge Program for Foster Children.
3. Is this “brand” of product the only one that meets the user’s requirements?
Yes, on March 18, 2024, DCFS released a Request for Information in an effort to gather alternative options from organizations with specific experience in operational management of child care services related to ECC Bridge Services. There were no responses received. For this reason, CCALA is readily available to continue to provide DCFS with resources that address the complex care needs of foster children within the County.
4. Have other product/vendors been considered?
Yes, however no other responses were received when DCFS released a Request for Information.
5. Will purchase of this product avoid other cost? Not applicable
6. Is this product proprietary or is it available from various dealers?
CCALA is readily available to continue to provide DCFS with resources that address the complex care needs of foster children within the County as no responses were received from other organizations. No other agencies responded when DCFS released a Request for Information.
7. Reasonableness of Price. Does the County obtain a percentage discount or special discount not available to the private sector. DCFS provides free/discounted child care to Resource Parents.
8. What is the dollar value of existing equipment and the Purchase Order No. for the existing equipment? Not applicable

Approval Signature: _____ Date: _____



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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



BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

Board of Supervisors
HILDA L. SOLIS
First District
HOLLY J. MITCHELL
Second District
LINDSEY P. HORVATH
Third District
JANICE HAHN
Fourth District
KATHRYN BARGER
Fifth District

December 27, 2024

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

From: Brandon T. Nichols 
Director

NOTICE OF INTENT TO NEGOTIATE A SOLE SOURCE CONTRACT WITH CHILD CARE ALLIANCE OF LOS ANGELES FOR EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER CHILDREN

In compliance with Board Policy 5.100, Sole Source Contracts, this is to notify the Board that the Department of Children and Family Services (DCFS) intends to request the Board's approval for a Sole Source Contract with Child Care Alliance of Los Angeles (CCALA) for the continued administration of the Emergency Child Care (ECC) Bridge Program for Foster Children.

On October 14, 2024, DCFS received approval from the California Department of Social Services (CDSS) to negotiate a four-year contract with CCALA. The initial term will be effective July 1, 2025 through June 30, 2026, with three additional one-year options to extend through June 30, 2029. The Maximum Contract Amount will be \$15,994,100, financed by 100 percent State Funds. The Maximum Contract Amount is subject to change based on the Annual Planning Allocations provided by CDSS.

The current contract term with CCALA will expire on June 30, 2025. On March 18, 2024, DCFS released a Request for Information (RFI) in an effort to gather alternative options from organizations with specific experience in operational management of child care services related to ECC Bridge Services. There were no responses received for this RFI. For this reason, CCALA is the only agency that is readily available to DCFS with resources that address the complex care needs of foster children within the County.

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The Honorable Board of Supervisors
December 27, 2024
Page 2

DCFS will proceed with negotiations for the Sole Source Contract within four weeks of this notification, unless otherwise instructed by the Board Office.

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:JF:CMM:RW
LTI:CP:SK:ab

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

**BOARD LETTER/MEMO
CLUSTER FACT SHEET**

Board Letter

Board Memo

Other

CLUSTER AGENDA REVIEW DATE	5/14/2025	
BOARD MEETING DATE	6/3/2025	
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)	Department of Public Social Services (DPSS)	
SUBJECT	Authorize the Department of Public Social Services to Purchase One Electric Medium-Sized truck for Delivery of Supplies and Equipment.	
PROGRAM	The Department of Public Social Services seeks Board approval to purchase one Class 6 -Electric Crew Cab 20 Feet Aluminum Box Truck with Liftgate and Gross Vehicle Weight Rating (GVWR) of no more than 26,000 pounds (electric truck) and authorize the Internal Services Department in its capacity as the County Purchasing Agent, to proceed with the solicitation and purchase of the truck. The estimated total cost of the electric truck is approximately \$380,000.	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – Not Applicable	
DEADLINES/ TIME CONSTRAINTS	A new electric truck is needed to replace the current commercial truck, which is over 16 years old with over 151,000 miles.	
COST & FUNDING	Estimated Total Cost: \$380,000	Funding source: Net County Cost (NCC), State, and Federal
	TERMS (if applicable):	
	<p>Explanation: This acquisition cost will be fully funded by NCC, and State and federal revenue. The total estimated cost will not exceed \$380,000. The estimated cost includes an electric medium-duty commercial truck with GVWR of not more than 26,000 pounds, tax and license, and destination fee. The NCC funding is currently included in the DPSS' Fiscal Year (FY) 2024-25 operating budget. Given that the purchase will not take place in the current FY, the NCC funding will be requested for carryover into FY 2025-26 through the Department's annual budget request, which is subject to Board approval.</p>	

PURPOSE OF REQUEST	The Department has four medium-duty gas commercial trucks to deliver daily supplies and equipment to more than 60 field offices and DPSS Headquarters. According to County Board Policy #3.020 Clean Fuel – Sustainable Fleet, medium-duty trucks should be Zero Emission Vehicles. The County Board Policy #3.020 recommends replacing a vehicle every eight years with 110,000 miles. Approval of purchasing one electric medium-duty commercial truck will reduce greenhouse gas emissions in the County’s fleet and provide reliable and timely delivery of supplies and equipment to support ongoing operations.
BACKGROUND (include internal/external issues that may exist including any related motions)	On October 16, 2001, the Board approved the classification categories for fixed assets (now referred to as capital assets) and established the requirement for County Departments desiring to purchase major capital assets with a unit cost of \$250,000 or more to obtain Board approval prior to submitting the requisition to the CPA. This Board letter has been reviewed by County Counsel.
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: James A. Blunt, Administrative Deputy III, (562) 908-8622, JamesBlunt@dpss.lacounty.gov Gabriela Herrera, Human Services Liaison, (562) 908-8311, GabrielaHerrera@dpss.lacounty.gov



JACKIE CONTRERAS, Ph.D.
Director

MICHAEL J. SYLVESTER II
Chief Deputy Director, Administration

KRISTIN STRANGER
Chief Deputy Director, Operations

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

12860 CROSSROADS PARKWAY SOUTH · CITY OF INDUSTRY, CALIFORNIA 91746
(562) 908-8400 · dpss.lacounty.gov



Board of Supervisors
HILDA L. SOLIS
First District
HOLLY J. MITCHELL
Second District
LINDSEY P. HORVATH
Third District
JANICE HAHN
Fourth District
KATHRYN BARGER
Fifth District

June XX, 2025

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:

**AUTHORIZE THE DEPARTMENT OF PUBLIC SOCIAL SERVICES TO PURCHASE
ONE ELECTRIC MEDIUM-SIZED TRUCK
FOR DELIVERY OF SUPPLIES AND EQUIPMENT
TO SUPPORT ONGOING OPERATIONS
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Public Social Services (Department) seeks Board approval to purchase one Class 6 - Electric Crew Cab 20 Feet Aluminum Box Truck with a Liftgate and Gross Vehicle Weight Rating (GVWR) of no more than 26,000 pounds (electric truck) and authorize the Internal Services Department (ISD) in its capacity as the County Purchasing Agent (CPA), to proceed with the solicitation and purchase of the truck. The estimated total cost of the electric truck is approximately \$380,000.

IT IS RECOMMENDED THAT THE BOARD:

Authorize ISD, as the CPA, to proceed with purchasing one electric truck at an estimated cost of \$380,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Department has four medium-duty gas commercial trucks to deliver daily supplies and equipment for more than 60 field offices and DPSS Headquarters. According to County Board Policy #3.020 Clean Fuel – Sustainable Fleet, medium-duty trucks should

be Zero Emission Vehicles. The County Board Policy #3.020 recommends replacing a vehicle every eight years with 110,000 miles.

Approval of purchasing one electric medium-duty commercial truck will reduce greenhouse gas emissions in the County's fleet and provide reliable and timely delivery of supplies and equipment to support ongoing operations.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommendation is consistent with the principles of the Countywide Strategic Plan, North Star 2, *"Foster vibrant and resilient communities"*, Focus Area Goal D. Sustainability, Strategy II, Green Economy: *Make an equitable transition to, and invest in the growth of, a carbon-free green economy.*

FISCAL IMPACT/FINANCING

This acquisition cost will be fully funded by Net County Cost (NCC), and State and federal revenue. The total estimated cost will not exceed \$380,000. The estimated cost includes an electric medium-duty commercial truck with GVWR of not more than 26,000 pounds, tax and license, and destination fee. The NCC funding is currently included in the DPSS' Fiscal Year (FY) 2024-25 operating budget. Given that the purchase will not take place in the current FY, the NCC funding will be requested for carryover into FY 2025-26 through the Department's annual budget request, which is subject to Board approval.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 16, 2001, the Board approved the classification categories for fixed assets (now referred to as capital assets) and established the requirement for County Departments desiring to purchase major capital assets with a unit cost of \$250,000 or more to obtain Board approval prior to submitting the requisition to the CPA.

This Board letter has been reviewed by County Counsel.

CONTRACTING PROCESS

The acquisition of one electric medium-duty commercial truck falls under the statutory authority of the LA County Purchase Agent and will be accomplished in accordance with LA County's purchasing policies and procedures.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendation will help achieve the County's operations goal of 100% medium-duty vehicle purchases of zero-emission by 2035 and provide reliable and timely delivery of supplies and equipment to support DPSS operations with no impact on current services.

CONCLUSION

Upon Board approval, the Executive Officer of the Board is requested to return one stamped Adopted Board letter to the Director of DPSS.

Respectfully submitted,

JACKIE CONTRERAS, Ph.D.

Director

JC:pd

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

**BOARD LETTER/MEMO
CLUSTER FACT SHEET**

Board Letter

Board Memo

Other

CLUSTER AGENDA REVIEW DATE	5/14/2025	
BOARD MEETING DATE	6/3/2025	
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)	Aging and Disabilities (AD)	
SUBJECT	<p>The County of Los Angeles (County), Aging and Disabilities Department (AD) seeks approval and delegated authority to execute sole source contracts with five (5) Independent Living Centers (ILCs) and 211 LA for the Los Angeles County Aging and Disabilities Resource Connection (ADRC) Program, for the term effective July 1, 2025 through June 30, 2026 with AD having the sole option to extend the Subaward term for three (3) annual renewal options for a maximum total Subaward term of four (4) years.</p>	
PROGRAM	Aging and Disabilities Resource Connection (ADRC)	
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 <p>If Yes, please explain why: The current ADRC contracts were sole sourced through a non-competitive procurement and adopted by the Board of Supervisors on November 7, 2023. The ADRC Infrastructure grant application listed all the core participants as partners; therefore, there was no need to complete a solicitation. The new contracts will allow AD, 211 LA and the five (5) ILCs to continue its efforts toward transitioning from an emerging ADRC to a fully designated ADRC.</p>	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – Not Applicable	
DEADLINES/ TIME CONSTRAINTS	<p>On February 20, 2025, the California Department of Aging (CDA) granted AD and the core partners an extension to continue its efforts toward transitioning from an emerging ADRC to a designated ADRC. The extension is for the period July 1, 2025 – June 30, 2026. The countywide ADRC partnership must achieve ADRC designation status by December 2025 in order to continue to receive funding in FY 2026-27.</p>	
COST & FUNDING	Total cost: \$1,250,372	Funding source: ADRC is financed with California State Senate Bill 80 (SB80) and codified the ADRC Infrastructure Grants Program into the California Welfare and Institutions Code, Section 9121
	TERMS (if applicable): One (1) year with three (3) annual renewal options for a maximum of four (4) years	
PURPOSE OF REQUEST	<p>In April 2023, AD, 211 LA and the (five) ILCs submitted a grant application to the CDA for the ADRC Infrastructure grant. The California Welfare and Institutions Code, Section 9121, requires the CDA to award grants to interested and qualified</p>	

	<p>Area Agencies on Aging (AAAs) and ILCs: 211 LA, Disabled Resources Center, Inc. (DRC), Disability Community Resource Center (DCRC), Independent Living Center of Southern California (ILCSC), Service Center for Independent Life (SCIL), and Southern California Resource Services for Independent Living (SCRS-IL) will partner with AD to complete the planning and application process (as an emerging ADRC) for designation and approval to operate as a designated ADRC, upon meeting designation requirements. By maintaining an emerging ADRC status it will allow AD to strengthen collaboration with core and extended ADRC partners to ensure streamlined access to Long-Term Services and Supports (LTSS), enhance person-centered service delivery through integrated referral systems, shared protocols, and improved consumer navigation support and secure the necessary resources, training, and operational improvements required for achieving full ADRC designation in alignment with State and federal guidelines.</p>
<p>BACKGROUND (include internal/external issues that may exist including any related motions)</p>	<p>The purpose of this program is to collaborate and partner with 211 LA the five ILCs and AD to support in developing, implementing, and sustaining a Los Angeles County Emerging ADRC and local No Wrong Door (NWD) system that enhances consumer access to existing LTSS options through funding from the ADRC Infrastructure Grants</p> <p>Program pursuant to the California Welfare and Institutions Code Sections 9120-9122. Access is defined as:</p> <ul style="list-style-type: none"> •Connecting individuals to existing LTSS options. • Support for navigating the healthcare and long-term care system. •Enhancing and/or converting service delivery models (i.e., converting to virtual and/or web-based services) to overcome consumer challenges in obtaining existing LTSS options. •Adopting system change initiatives to improve care coordination for consumers and provide streamlined access to existing LTSS options. •Improving coordination and integration between healthcare and long-term care service providers. •Establishing consumer-friendly entry points, or new interfaces, for people seeking LTSS options at the community level.
<p>EQUITY INDEX OR LENS WAS UTILIZED</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, please explain how:</p>
<p>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, please state which one(s) and explain how:</p>
<p>DEPARTMENTAL CONTACTS</p>	<p>Name, Title, Phone # & Email: Mike Tsao, Administrative Deputy II, (213) 662-4432, MTsao@ad.lacounty.gov</p>



BOARD OF SUPERVISORS

June 3, 2025

Hilda L. Solis

Holly J. Mitchell

Lindsey P. Horvath

Janice Hahn

Kathryn Barger

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

EXECUTIVE LEADERSHIP

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Director

Lorenza C. Sánchez
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Mike Tsao
Administrative Deputy II

Anna Avdalyan
Assistant Director

Dr. Solomon Shibeshi
Assistant Director

Victoria Jump
Assistant Director

Ivan Pacheco
Chief Information Officer

GET IN TOUCH

510 S. Vermont Avenue, Suite 1100
Los Angeles, CA 90020
ad.lacounty.gov
info@ad.lacounty.gov

Aging & Adult Information & Assistance Line:

(800) 510-2020

Report Elder Abuse:

(877) 477-3646

Community & Senior Centers:

(800) 689-8514

Disability Information &

Access Line:

(888) 677-1199

Dear Supervisors:

**AUTHORIZE AGING AND DISABILITIES DEPARTMENT
TO AWARD AND EXECUTE SOLE SOURCE
CONTRACTS WITH FIVE (5) INDEPENDENT LIVING
CENTERS AND 211 LA FOR THE LOS ANGELES
COUNTY EMERGING AGING AND DISABILITY
RESOURCE CONNECTION PROGRAM
(ALL SUPERVISORIAL DISTRICTS)
(3-VOTES)**

SUBJECT

The County of Los Angeles (County) Aging and Disabilities Department (AD) seeks approval and delegated authority to award and execute sole source contracts with five (5) Independent Living Centers (ILCs) and 211 LA for the Los Angeles County Aging and Disability Resource Connection (ADRC) Program. The ADRC Program is a countywide No Wrong Door (NWD) system designed to enhance consumer access to existing Long-Term Services and Supports (LTSS). Continuing the ADRC Program will enable AD to meet the California Department of Aging (CDA) core requirements and achieve designation as a fully functional ADRC.

IT IS RECOMMENDED THAT YOUR BOARD

1. Approve and authorize AD’s Director, or designee, to award and execute six (6) sole source contracts with: 211 LA, Disabled Resources Center, Inc. (DRC), Disability Community Resource Center (DCRC), Independent Living Center of Southern California (ILCSC), Service Center for Independent Life (SCIL), and Southern California Resource Services for



Independent Living (SCRS-IL), for the contract term effective July 1, 2025, through June 30, 2026, with AD having the sole option to extend the contract term for three (3) annual renewal options for a maximum total contract term of four (4) years. Funding for 211 LA and five (5) ILCs totals \$1,250,372, for Fiscal Year 2025-26, as described in Attachment II. ADRC services will be provided within all Supervisorial Districts. Allocations to ADRC contractors were based on CDA/ADRC infrastructure grant guidelines. The availability of funding is contingent upon contractor's performance in meeting the goals of the ADRC Program as well as contractor's adherence to its contract terms. AD will obtain County Counsel approval as to the form of the contract prior to executing these contracts and shall provide written confirmation to the Chief Executive Officer (CEO) within thirty (30) working days of completing this action.

2. Approve and authorize AD's Director, or designee, to execute amendments with this Subrecipient, which serve the best interests of the County during the contract term as follows: 1) add new, relevant, or updated federal, State, County and/or other contract terms and conditions; and, 2) increase or decrease the contract amounts (including but not limited to baseline funds, one-time-only funds, and/or supplemental monies), which may exceed ten percent (10%) of the maximum contract sum, in response to the availability of funding and/or based on contractor's performance provided that: (a) the total allocation does not exceed available funding; (b) AD obtains County Counsel approval as to the form of the amendment prior to any such amendment; and, (c) AD provides written confirmation to the CEO within thirty (30) working days of completing this action.
3. Delegate authority to the Director of AD, or designee, to terminate contract with the contractor upon their request, or those that have closed or are in default of their contract requirement, for contractor default or for the convenience of the County, provided: a) County Counsel's approval is obtained prior to termination of the contract, and b) Director of AD, or designee, notifies the Board and the CEO in writing within ten (10) business days after such termination.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION(S)

In April 2023, AD, 211 LA, and the five (5) ILCs submitted a grant application to the CDA for the ADRC Infrastructure grant. AD, ILCs and 211 LA will operate as partners to support the Los Angeles County Emerging ADRC in developing, implementing, and sustaining a local NWD system that enhances consumer access to existing LTSS. California Senate Bill 80 (SB 80), (Chapter 27, Statutes of 2019), established the first State ADRC infrastructure Grants Program in 2019. The ADRC Program develops coordinated networks of programs and services through NWD systems to serve the needs of older adults, people with disabilities and caregivers in navigating the fragmented/complicated system of long-term

services and or healthy aging. It enables consumers to access all LTSS through one agency organization or coordinated network or portal.

The California Welfare and Institutions Code, Section 9121, requires CDA to award grants to interested and qualified Area Agencies on Aging (AAA) and ILCs to complete the planning and application process (as an emerging ADRC) for designation and approval to operate as a designated ADRC, upon meeting designation requirements. By maintaining an emerging ADRC status, it will allow AD to strengthen collaboration with core and extended ADRC partners to ensure streamlined access to LTSS, enhance person-centered service delivery through integrated referral systems, shared protocols, and improved consumer navigation support and secure the necessary resources, training, and operational improvements required for achieving full ADRC designation in alignment with State and federal guidelines.

IMPLEMENTATION OF STRATEGIC PLAN

The recommended actions support the following Countywide Strategic Plan Goals:

- North Star 1, Focus Area Goal A, Strategy 2 (Improve Health Outcomes) by promoting comprehensive, inclusive, culturally-responsive competent care, healthy lifestyles, and the improvement of physical health outcomes; and Focus Area Goal D, Strategy 7 (Older Adults & People with Disabilities) by supporting purposeful aging, enhancing service delivery and care, promoting accessibility, and championing an environment where the needs, health, well-being, and rights of older adults, people with disabilities, and those who are dependent are prioritized.
- North Star 2, Focus Area Goal A, Strategy 1 (Population Health) by focusing on our County health systems to improve health outcomes of individuals and communities with an emphasis on providing quality, accessible, and culturally responsive services; and Focus Area Goal E, Strategy 1 (Community-Based Institutions & Organizations) by strengthening the capacity, role, and partnerships with community-based institutions and organizations to help serve our communities and strengthen the social fabric within them.
- North Star 3, Focus Area Goal A, Strategy 2 (Stakeholder Engagement) by ensuring stakeholder engagement in policy development.

FISCAL IMPACT/FINANCING

The anticipated annual funding for the ADRC Program is \$1,250,372 to be allocated to 211 LA and the five (5) ILCs as described in Attachment II. The requested Board authority will allow AD to allocate funds annually for an estimated combined four (4) year's total of \$5,001,488 for the contract term of July 1, 2025 through June 30, 2029, with the three (3) annual renewals contingent upon availability of funding.

The ADRC funding will be included in AD's Fiscal Year 2025-26 Final Adopted budget. There is no net County cost associated with this program.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The purpose of this Program is to support AAA's and ILCs in developing, implementing, and sustaining ADRC's and a local NWD system that enhances consumer access to existing LTSS options through funding from the ADRC Infrastructure Grants Program, pursuant to the California Welfare and Institutions Code Sections 9120-9122. Access is defined as:

- Connecting individuals to existing LTSS options.
- Support for navigating the healthcare and long-term care system.
- Enhancing and/or converting service delivery models (i.e., converting to virtual and/or Web-based services) to overcome consumer challenges in obtaining existing LTSS options.
- Adopting system change initiatives to improve care coordination for consumers and provide streamlined access to existing LTSS options.
- Improving coordination and integration between healthcare and long-term care service providers.
- Establishing consumer-friendly entry points, or new interfaces, for people seeking LTSS options at the community level.

In collaboration with 211 LA and the ILCs, AD applied for the Emerging ADRC grant administered by the CDA. The Los Angeles County ADRC partnership will achieve ADRC Designation status by December 2025. Local partnerships that have been approved as a Designated ADRC are qualified to continue to receive funding under the ADRC Infrastructure Grants.

Board Policy 51.00, Sole Source Contracts and Amendments requires that the Board be provided with an advance written notice and justification to the Board at least four (4) weeks prior to commencing negotiations for new contracts. On December 2, 2024, AD provided advanced written notice and justification to the Board, of its intent to enter into contracts with 211 LA and the five (5) ILCs.

CONTRACTING PROCESS

The current ADRC contracts were sole sourced through a non-competitive procurement and adopted by the Board of Supervisors on November 7, 2023. The ADRC Infrastructure grant application listed all the core participants as partners; therefore, there was no need to complete a solicitation. The new contracts will allow AD, 211 LA and the five (5) ILCs to

continue its efforts toward transitioning from an emerging ADRC to a fully designated ADRC. These Program services will provide vital support and resources to older adults, people with disabilities and caregivers, family and friends of older adults and people with disabilities, of any age and income, who are seeking LTSS in Los Angeles County.

As such, it is in the County's best interest to enter negotiations:

In accordance with Board Policy 5.130 (Contracting With Community Business Enterprise Firms) requiring disclosure of information pertaining to Community Business Enterprise (CBE) firms, AD has reflected this information in Attachment I. On final analysis and consideration of this award, the successful Proposers were selected without regard to race, creed, or color.

MONITORING REQUIREMENT

Administrative, programmatic, and fiscal monitoring of the Subrecipient will be conducted on an annual basis to ensure contract compliance. Administrative and programmatic monitoring are completed by AD's Compliance Division. Fiscal monitoring is conducted by an approved vendor procured through the Los Angeles County Auditor-Controller's Master Agreement for As-Needed Contract Audits/Studies.

IMPACT ON CURRENT SERVICES

The current contracts with 211 LA and the five (5) ILCs will expire on June 30, 2025. Approval of the recommended actions will allow for the continued provision of ADRC Program Services countywide. These Program services provide vital support and resources to the residents of Los Angeles County. As such, it is in the County's best interest to execute these sole source contracts.

CONCLUSION

Upon your approval of the recommended actions, AD's Director, or designee, will proceed to execute the contracts, and any future amendments as outlined herein. Should you have any questions, please contact me directly, or your staff may contact Victoria Jump, Assistant Director, at VJump@ad.lacounty.gov.

Respectfully Submitted,

DR. LAURA TREJO
Director

LT:LS:MT:VJ:DN:dn

The Honorable Board of Supervisors

June 3, 2025

Page 6

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

Enclosures

Attachment I

**Los Angeles County Aging and Disabilities Department
Community Business Enterprise Program Information**

FIRM INFORMATION *		211 LA
BUSINESS STRUCTURE		Non-Profit
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP
OWNERS/ PARTNERS/ BOARD	Black/African American	15%
	Hispanic/Latino	65%
	Asian or Pacific Islander	5%
	American Indian	0%
	Subcontinent Asian	0%
	White	14%
	<i>Female (include above)</i>	81%

* Information was provided by the Proposer. On final analysis and consideration of award, successful Proposer was selected without regard to race, creed, or color.

Attachment I

**Los Angeles County Aging and Disabilities Department
Community Business Enterprise Program Information**

FIRM INFORMATION *		Service Center for Independent Life (SCIL)
BUSINESS STRUCTURE		Non-Profit
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP
OWNERS/ PARTNERS/ BOARD	Black/African American	33%
	Hispanic/Latino	22%
	Asian or Pacific Islander	11%
	American Indian	0%
	Subcontinent Asian	0%
	White	33%
	<i>Female (include above)</i>	66%

* Information was provided by the Proposer. On final analysis and consideration of award, successful Proposer was selected without regard to race, creed, or color.

Attachment I

**Los Angeles County Aging and Disabilities Department
Community Business Enterprise Program Information**

FIRM INFORMATION *		Southern California Resource Services For Independent Living (SCRS-IL)
BUSINESS STRUCTURE		Non-Profit
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP
OWNERS/ PARTNERS/ BOARD	Black/African American	0%
	Hispanic/Latino	5 members / 83%
	Asian or Pacific Islander	0%
	American Indian	0%
	Subcontinent Asian	0%
	White	1 member / 17%
	<i>Female (include above)</i>	<i>3 members / 50%</i>

* Information was provided by the Proposer. On final analysis and consideration of award, successful Proposer was selected without regard to race, creed, or color.

Attachment I

**Los Angeles County Aging and Disabilities Department
Community Business Enterprise Program Information**

FIRM INFORMATION *		Disabled Resource Center (DRC)
BUSINESS STRUCTURE		Non-Profit
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP
OWNERS/ PARTNERS/ BOARD	Black/African American	30
	Hispanic/Latino	10
	Asian or Pacific Islander	20
	American Indian	0
	Subcontinent Asian	0
	White	40
	<i>Female (include above)</i>	<i>60</i>

* Information was provided by the Proposer. On final analysis and consideration of award, successful Proposer was selected without regard to race, creed, or color.

Attachment I

**Los Angeles County Aging and Disabilities Department
Community Business Enterprise Program Information**

FIRM INFORMATION *		Independent Living Center of So CA, Inc.
BUSINESS STRUCTURE		Non-Profit
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP
OWNERS/ PARTNERS/ BOARD	Black/African American	1 Board Member - 8%
	Hispanic/Latino	2 Board Members - 15%
	Asian or Pacific Islander	2 Board Members - 15%
	American Indian	0%
	Subcontinent Asian	0%
	White	8 Board Members - 62%
	<i>Female (include above)</i>	<i>6 Board Members - 46%</i>

* Information was provided by the Proposer. On final analysis and consideration of award, successful Proposer was selected without regard to race, creed, or color.

Attachment I

**Los Angeles County Aging and Disabilities Department
Community Business Enterprise Program Information**

FIRM INFORMATION *		Disability Community Resource Center
BUSINESS STRUCTURE		Non-Profit
CULTURAL/ETHNIC COMPOSITION		NUMBER / % OF OWNERSHIP
OWNERS/ PARTNERS/ BOARD	Black/African American	7.14%
	Hispanic/Latino	0%
	Asian or Pacific Islander	7.14%
	American Indian	0%
	Subcontinent Asian	0%
	White	85.71%
	<i>Female (include above)</i>	<i>0%</i>

* Information was provided by the Proposer. On final analysis and consideration of award, successful Proposer was selected without regard to race, creed, or color.

FY 2025-26 ADRC ALLOCATION CHART

Contractor	Total Funds
211LA 526 W. Las Tunas Drive San Gabriel, CA 91776 (626) 926-1135 Maribel Marin, Executive Director mmarin@211la.org	\$217,502
Southern California Resource Services for Independent Living (SCRS-IL) 7830 Quill Drive , Suite D Downey, CA 90242 (562) 862-6531 Rudy Contreras, CEO rcontreras@scrs-ilc.org	\$260,460
Service Center for Independent Life (SCIL) 107 South Spring Claremont, CA 91711 (909) 621-6722 Larry Grable, Executive Director larry@scil-ilc.org	\$151,745
Disabled Resource Center (DRC) 2750 E. Spring St, Suite 100 Long Beach, CA 90806 (562) 427-1000 Dolores Nason, Executive Director d.nason@drcinc.org	\$138,832
Disability Community Resource Center (DCRC) 12901 Venice Boulevard Los Angeles, CA 90066 (310) 390-3611 Ext. 201 TJ Hill, Executive Director tjhill@dcrc.com	\$183,936
Independent Living Center of Southern California (ILCSC) 14354 Haynes St. Van Nuys, CA 91401 (818) 988-9525 John Vescovo, CEO Email: jvescovo@ilcsc.org	\$297,897
Total of Contracted Services	\$1,250,372

SOLE SOURCE CHECKLISTDepartment Name: Aging and Disabilities Department New Sole Source Contract Sole Source Amendment to Existing Contract

Date Existing Contract First Approved:

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS Identify applicable justification and provide documentation for each checked item.
	> 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>
	> Compliance with applicable statutory and/or regulatory provisions.
✓	> Compliance with State and/or federal programmatic requirements.
	> Services provided by other public or County-related entities.
	> Services are needed to address an emergent or related time-sensitive need.
✓	> The service provider(s) is required under the provisions of a grant or regulatory requirement.
	> 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.
	> Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	> Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/ system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	> Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	> It is more cost-effective to obtain services by exercising an option under an existing contract.
	> The contractor was selected through a competitive solicitation process conducted by an outside entity (e.g. other municipalities, public agencies, State/federal government or non-profit organizations).
	> 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

Authority to Enter Into Noncompetitive Awards

This documentation is provided as justification for Aging and Disabilities (AD) Department's request to the Board for authorization to execute six (6) sole-source contracts with 211 LA and (5) Independent Living Centers; Disabled Resources Center, Inc. (DRC), Disability Community Resource Center (DCRC), Independent Living Center of Southern California (ILCSC), Service Center for Independent Life (SCIL), and Southern California Resource Services for Independent Living (SCRS-IL).

In April 2023, AD applied for the California of Aging (CDA) Aging and Disability Resource Connection (ADRC) Infrastructure grant. This ADRC Infrastructure grant allows AD to create a Los Angeles County Emerging Aging and Disabilities Resource Connection. The California Welfare and Institutions Code, Section 9121, requires the CDA to award grants to interested and qualified Area Agencies on Aging (AAA) and Independent Living Centers (ILCs) to complete the planning and application process (as an Emerging ADRC) for designation and approval to operate as a Designated ADRC. In AD's application to CDA for the ADRC Infrastructure grant, the (5) ILC's and 211 LA were included in the application as partners.

California Senate Bill 80 (SB 80), (Chapter 27, Statutes of 2019), established the first state ADRC Infrastructure Grants Program in 2019. The ADRC program develops coordinated networks of programs and services (No Wrong Door Systems) to serve the needs of older adults, people with disabilities and caregivers in navigating the fragmented/complicated system of long-term services and supports achieving their personal goals and preferences for healthy aging. It enables consumers to access all Long-Term Services and Supports (LTSS) through one agency, organization, coordinated network, or portal. AD will accomplish this by executing sole-source contracts with the (5) qualified ILCs and 211 LA as their partners.

The purpose of this program is to support Emerging and Designated ADRCs in developing, implementing, and sustaining a local No Wrong Door (NWD) system that enhances consumer access to existing long-term services and supports options through funding from the ADRC Infrastructure Grants Program pursuant to the California Welfare and Institutions Code Sections 9120-9122. Access is defined as:

- Connecting individuals to existing LTSS options.
- Support for navigating the healthcare and long-term care system.
- Enhancing and/or converting service delivery models (i.e., converting to virtual and/or web-based services) to overcome consumer challenges in obtaining existing LTSS options.
- Adopting system change initiatives to improve care coordination for consumers and provide streamlined access to existing LTSS options.
- Improving coordination and integration between healthcare and long-term care service providers.
- Establishing consumer-friendly entry points, or new interfaces, for people seeking LTSS options at the community level.

On February 20, 2025, the CDA granted AD and the core partners an extension to continue its efforts toward transitioning from an emerging ADRC to a designated ADRC. The extension is for the period July 1, 2025 – June 30, 2026. The countywide ADRC partnership must achieve ADRC designation status by December 2025 in order to continue to receive funding in FY 2026-27.

**BOARD LETTER/MEMO
CLUSTER FACT SHEET**

Board Letter

Board Memo

Other

CLUSTER AGENDA REVIEW DATE	5/14/2025	
BOARD MEETING DATE	6/3/2025	
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)	Public Social Services	
SUBJECT	Recommendation To Approve a Sole Source Amendment to Extend the Welfare-To-Work (WtW) Vocational Intermediary and Direct Services Contract with the City of Inglewood.	
PROGRAM	Welfare-To-Work	
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 services are provided by other public or County-related entities.	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – Not Applicable	
DEADLINES/ TIME CONSTRAINTS	Current Contract expires on June 30, 2025. The Amendment is effective July 1, 2025 through June 30, 2027, and will extend the Contract for a maximum of two years.	
COST & FUNDING	Total cost: \$61,189,602	Funding source: 1) California Work Opportunity and Responsibility to Kids (CalWORKs) Single Allocation; 2) CalWORKs Expanded Subsidized Employment; 3) Refugee Support Services; 4) Department of Children and Family Services (DCFS) Chafee Independent Living Program (ILP) and Realignment funds; 5) Probation Budget and Fund Allocation funds; and 6) Net County Cost, partially offset with CalFresh Employment & Training (CFET) Funds.
	TERMS (if applicable): N/A	
	Explanation: N/A	
PURPOSE OF REQUEST	Request approval to execute a Sole Source Amendment to extend the WtW Vocational Intermediary and Direct Services Contract with the City of Inglewood for a maximum of two years for the provision of services to the County's CalWORKs WtW, Skills and Training to Achieve Readiness for Tomorrow (START), and CFET participants, non-CalWORKs refugees, DCFS' and Probation's Independent Living Program (ILP) Youth, and Transitional Age Youth (TAY).	

	<p>The Transitional Subsidized Employment (TSE) program provides the opportunity for participants to engage in workforce readiness and subsidized employment activities. Other services provided as part of this Contract include the coordination of the Work Study Program and the maintenance of the California Statewide Automated Welfare System Resource Databank.</p> <p>The Department of Public Social Services is collaborating with the Department of Economic Opportunity (DEO) to identify opportunities for integrated service delivery and the phased transition of services. DPSS is supporting DEO's development of a TSE Pilot that is targeted for Fall 2025.</p>
<p>BACKGROUND (include internal/external issues that may exist including any related motions)</p>	<p>On March 4, 2003, the Board approved the implementation plan for the TSE program which provides WtW participants with Paid Work Experience, Specialized Work Experience, On the Job Training, and vocational classroom training. On February 27, 2007, the Board expanded the TSE program to include Work Study in Public Agencies to enable participants enrolled in community colleges to participate in the Work Study Program related to their course of study. In March 2013, the Contract was expanded to include services for DCFS and Probation's ILP eligible participants. Subsequently, the START TAY population was added to the Contract on February 1, 2014. In February 2016, the Board passed a motion to implement the enhanced TSE program. This motion was passed in response to the Homeless Initiative to help combat homelessness in Los Angeles County. On August 29, 2024, the Department received approval for the California Department of Social Services to extend the current Contract and on January 21, 2025, we informed the Board of our intent to negotiate a Sole-Source Contract extension with the City of Inglewood.</p>
<p>EQUITY INDEX OR LENS WAS UTILIZED</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:</p>
<p>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how:</p> <p>Board Priority #9 Poverty Alleviation – programs prepare participants to obtain employment and achieve self-sufficiency.</p>
<p>DEPARTMENTAL CONTACTS</p>	<p>Name, Title, Phone # & Email: James A. Blunt, Administrative Deputy III, (562) 908-8622, JamesBlunt@dpss.lacounty.gov Gabriela Herrera, Special Assistant/Board Liaison, (562) 908-8311, GabrielaHerrera@dpss.lacounty.gov</p>



County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

12860 CROSSROADS PARKWAY SOUTH · CITY OF INDUSTRY, CALIFORNIA 91746
 (562) 908-8400 · dpss.lacounty.gov



JACKIE CONTRERAS, Ph.D.
 Director

MICHAEL J. SYLVESTER II
 Chief Deputy Director, Administration

KRISTIN STRANGER
 Chief Deputy Director, Operations

Board of Supervisors
 HILDA L. SOLIS
 First District
 HOLLY J. MITCHELL
 Second District
 LINDSEY P. HORVATH
 Third District
 JANICE HAHN
 Fourth District
 KATHRYN BARGER
 Fifth District

June 3, 2025

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 EXTEND
 THE WELFARE-TO-WORK VOCATIONAL INTERMEDIARY AND DIRECT SERVICES
 CONTRACT WITH THE CITY OF INGLEWOOD
 (ALL DISTRICTS - 3 VOTES)**

SUBJECT

The Department of Public Social Services (DPSS) seeks the Board of Supervisors' (Board) approval of a Sole Source Amendment to extend the current Welfare-to-Work (WtW) Vocational Intermediary and Direct Services Contract with the City of Inglewood (COI) for a maximum of two years, effective July 1, 2025 through June 30, 2027. WtW Vocational Intermediary and Direct Services are provided to the County's California Work Opportunity and Responsibility to Kids (CalWORKs) WtW, Skills and Training to Achieve Readiness for Tomorrow (START), CalFresh Employment and Training (CFET) participants, non-CalWORKs refugees, Department of Children and Family Services' (DCFS) and Probation's Independent Living Program Youth, and Transitional Age Youth (TAY). The current Contract expires on June 30, 2025.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DPSS, or their designee, to execute a Sole Source Amendment substantially similar as Enclosure I to extend the WtW Vocational Intermediary and Direct Services Contract for a maximum of two-years, from July 1, 2025 through June 30, 2027, with COI. The estimated cost of the contract for the two-year extension is \$61,189,602. The cost of the contract will be funded through CalWORKs Single Allocation, Expanded Subsidized

Employment Funds, Refugee Support Services, DCFS Chafee Independent Living Program (ILP) Funds, DCFS Realignment Funds, Probation's Budget and Fund Allocation, and Net County Cost (NCC). The Director of DPSS, or their designee, shall notify the Board within ten business days of execution.

2. Delegate authority to the Director of DPSS, or their designee, to prepare and execute Amendments to the Contract for: (1) Instances which affect the scope of work, contract term, contract sum, payment terms, or any other term or condition in the contract; (2) Additions and/or changes required by the Board or Chief Executive Office (CEO); (3) Changes to be in compliance with applicable County, State, and federal regulations; and (4) Increases or decreases to the Contract amount based on Contractor's performance, community needs, and/or funding appropriations by the federal and State government, and the Board. The approval of County Counsel as to form will be obtained prior to executing such amendments. The Director of DPSS, or their designee, shall notify the Board within ten business days of executing such amendment.
3. Delegate authority to the Director of DPSS, or their designee, to provide up to two advance payments, one per Fiscal Year (FY), not to exceed 50 percent of the estimated monthly cost of Paid Work Experience (PWE) and On-the-Job Training (OJT), to cover payroll costs for participants in PWE and OJT. The County shall fully recoup all advances in the FY in which the advance is issued.
4. Delegate authority to the Director of DPSS, or their designee, to extend the Contract on a month-to-month basis for up to six months, if needed, to complete the contract procurement process.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended action will allow for the uninterrupted delivery of subsidized employment and vocational services to CalWORKs WtW and START/CFET participants, non-CalWORKs refugees, eligible TAY referred by the DCFS and Probation, and TAY. Furthermore, the recommended action will allow DPSS to continue working with the Department of Economic Opportunity (DEO) on the phased transition of services, pending Board approval.

The current WtW Vocational Intermediary and Direct Services Contract was approved by the Board on June 14, 2022. The Contract term is July 1, 2022 through June 30, 2025. The Transitional Subsidized Employment (TSE) program provides workforce readiness and subsidized employment activities and intermediary services to assist WtW participants secure unsubsidized career-ladder employment that will lead to self-sufficiency. Other services provided as part of this Contract include the coordination of the Work Study Program and the maintenance of the California Statewide Automated Welfare System Resource Databank.

The COI is the administrative entity that comprises the South Bay Workforce Investment Area, under a Joint Powers Authority agreement. The South Bay Workforce Investment Board (SBWIB) is the employer of record for all TSE Program participants, processes all timesheets, and pays all workers' compensation insurance. In addition, SBWIB has an established TSE employer infrastructure, which they continue to develop through on-going recruitment efforts in collaboration with the America's Job Centers of California.

During the term of the current Contract, COI has adapted to program changes, met contractual and Workforce Innovation and Opportunity Act collaboration requirements.

Implementation of Strategic Plan Goals

The recommended actions support and are consistent with the Countywide Strategic Plan North Star I – Make Investments that Transform Lives, Focus Area Goal B – Employment and Sustainable Wages via Strategy i-iv and North Star II – Foster Vibrant and Resilient Communities, Focus Area Goal E – Economic Health via Strategy iv.

FISCAL IMPACT/FINANCING

The estimated two-year contract extension amount of \$61,189,602 is allocated by FY as follows:

Funding for FY 2025-26 (12 months) is estimated at \$30,594,801

Funding for FY 2026-27 (12 months) is estimated at \$30,594,801

The FY 2025-26 total budget of \$30,594,801 is included in the Budget Request and is funded by the following sources:

1) CalWORKs Single Allocation in the amount of \$2,656,098; 2) CalWORKs Expanded Subsidized Employment in the amount of \$24,463,458; 3) DCFS Chafee ILP and Realignment Funds in the amount of \$784,400; 4) Probation Budget and Fund Allocation Funds in the amount of \$63,000; 5) Refugee Support Services Funds in the amount of \$400,000, and 6) NCC in the amount of \$2,227,845, partially offset with CalFresh Employment and Training.

Funding for future FYs will be included in the DPSS annual Budget Requests.

Upon Contractor's request, DPSS may provide one advance payment per FY, not to exceed 50 percent of the estimated monthly cost of PWE and OJT (participant wages, Federal Insurance Contributions Act and Workers Compensation Insurance). Recoupment for all advanced funds for all FYs shall be deducted from the March, April, and May invoices. The County may reserve the right to delay the payments of the billings received for May and June to ensure advances are fully recouped for each FY.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

County Counsel has reviewed the Amendment and Board letter. The Amendment was approved as to form by County Counsel. The Contractor is in compliance with all Board, CEO, and County Counsel requirements.

The Living Wage Ordinance does not apply as the recommended Amendment is not subject to Proposition A requirements.

The Amendment actions will not result in the unauthorized disclosure of confidential information and will be in full compliance with federal, State, and County regulations.

CONTRACTING PROCESS

In 2022, the Contract was procured in accordance with California Department of Social Services (CDSS) regulations (Section 23-650.1.14). On August 7, 2024, DPSS requested approval from CDSS to extend the contract for a maximum of two-years. On August 29, 2024, CDSS approved the Department's request to extend the contract.

In compliance with Board Policy 5.100, Sole Source Contracts, DPSS provided advance notice to the Board on January 21, 2025, of its intent to execute an amendment to extend the current contract for a maximum of two years. The Sole Source Checklist (Enclosure II) has been completed and signed by the Chief Executive Office.

Contract Performance

The monitoring for the current Contract is performed on a semi-annual basis. Monitoring results for the most recent monitoring period indicated that the COI was overall in compliance with the contract requirements. Monitoring will continue to be performed on a semi-annual basis.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended action will permit the uninterrupted delivery of subsidized employment and vocational services to WtW participants and TAY. It will also allow DPSS to continue working with the DEO on the phased transition of services, pending Board approval.

The recommended action will not infringe on the role of the County in relationship to its residents, and the County's ability to respond to an emergency will not be impaired. There is no change in risk exposure to the County or impact on current service delivery.

CONCLUSION

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

The Honorable Board of Supervisors
June 3, 2025
Page 5

Respectfully submitted,

Jackie Contreras, Ph.D.
Director

JC:ym

Enclosures

c: Chief Executive Office
Executive Office, Board of Supervisors
County Counsel
Department of Children and Family Services
Probation Department
Department of Economic Opportunity

SOLE SOURCE CHECKLIST

Department Name: _____

- New Sole Source Contract
- Sole Source Amendment to Existing Contract
Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
	➤ 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>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Chief Executive Office_____
Date

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	5/14/2025	
BOARD MEETING DATE	6/10/2025	
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)	Department of Children and Family Services	
SUBJECT	Training and Staff Development and Master of Social Work Internship Program Contract	
PROGRAM	DCFS University Training Section	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	If Yes, please explain why: Department does not have delegated authority to execute new contract with UCLA.	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – Not Applicable	
DEADLINES/ TIME CONSTRAINTS		
COST & FUNDING	Total cost: \$77,118,885	Funding source: 75% federal funds and 25% 2011 State Realignment/NCC funds.
	TERMS (if applicable): The Maximum Contract Sum for the one-year term plus four additional one-year optional renewals of the contract is \$77,118,885. The maximum sum for the initial term of the contract is \$14,833,435; the contractor will match an additional \$3,268,558 in in-kind services for the initial term. The maximum sum of the first optional one-year term is \$15,060,013; the maximum sum of the second optional one-year term is \$15,394,987; the maximum sum of the third optional one-year term is \$15,729,609; and the maximum sum of the fourth optional one-year term is \$16,100,841.	
PURPOSE OF REQUEST		
BACKGROUND (include internal/external issues that may exist including any related motions)	<p>The Los Angeles County Department of Children and Family Services (DCFS) established "The DCFS University" to provide professional development to DCFS staff and to advance the DCFS mission. As of April 1, 2014, the Department began contracting with the Regents of the University of California (UCLA) for its training and the internship program.</p> <p>The DCFS University supports staff development for the over 8900 DCFS staff with three training centers with one site located in downtown Los Angeles, a second site in Norwalk, and a third site in the Antelope Valley. The center in downtown Los Angeles is funded through this contract and it's a 28,000 square foot state-of-the art facility that includes seven large training rooms, four simulation labs (one outfitted with a viewing room), two computer labs, and a studio for the development of e-learning and other web-based</p>	

	<p>technologies, a library for archived material, a sizable conference room with videoconference capability, and a "huddle room" for smaller meetings.</p> <p>The center in downtown Los Angeles supports the collaboration between DCFS and University trainers as a centralized location, facilitates a coordinated partnership for the design, development and delivery of training for our DCFS staff.</p> <p>The DCFS Training Section, in collaboration with university partners, provide foundational training to newly hired Children's Social Workers (CSWs). This training model calls for a 52-week training program, featuring classroom instruction, virtual trainings, field experience and the use of latest technologies. The foundational training includes the use of simulation training. Each social worker is provided with the opportunity to participate in two simulation experiences during their foundational training. Simulations incorporate lessons learned from real DCFS cases and imitate real-life casework issues that CSWs experience during in-home visits; client and collateral interviews; safety and risk assessment; and the analysis of a family's progress towards achieving case plan goals. The simulation training is specifically focused on promoting and developing critical thinking, decision making, analysis and problem solving skills.</p> <p>This contract will provide a full continuum of training services and will include a training needs assessment to measure knowledge and skill in order to plan and deliver targeted workforce development services. It will also align workforce development services with the Department's implementation of the Family First Prevention Services Act and the Integrated Core Practice Model (ICPM). It will continue to supports the delivery of training for the CSW and SCSW Academies, Motivational Interviewing, Structure Decision Making (SDM), Trauma, LGBTQ, Child Interviewing, Self-Esteem and Haircare of Black Foster Youth Child and Adolescent Needs and Strengths (CANS), Father Engagement, Cultural Humility in Practice, and other priority trainings.</p> <p>It also supports the Title IV-E MSW program that funds a two-year stipend program. This allows qualified Title IV-E MSW candidates to receive up to \$26,000 for each academic term. The graduating MSW interns commit to a two-year work requirement to DCFS. It provides DCFS the opportunity to hire graduate interns for a two-year period and assists with sustaining a DCFS' workforce.</p> <p>The goal of the stipend program is to foster an environment in which DCFS staff and student interns have the necessary training and tools to be competent and successful in the field of Public Child Welfare. Further, the overall goal is increase the number of professional social work staff in DCFS to provide competent child welfare services to clients in the areas of assessment and intervention.</p>
<p>EQUITY INDEX OR LENS WAS UTILIZED</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain how:</p>
<p>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how:</p>
<p>DEPARTMENTAL CONTACTS</p>	<p>Name, Title, Phone # & Email:</p>



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

BRANDON T. NICHOLS
Director

JENNIE FERIA
Chief Deputy Director

Board of Supervisors
HILDA L. SOLIS
First District
HOLLY J. MITCHELL
Second District
LINDSEY P. HORVATH
Third District
JANICE HAHN
Fourth District
KATHRYN BARGER
Fifth District

June 10, 2025

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:

**REQUEST TO APPROVE A CONTRACT WITH THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA, LOS ANGELES FOR
TRAINING AND STAFF DEVELOPMENT AND MASTER OF SOCIAL WORK
INTERNSHIP PROGRAM SERVICES
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) request your Board's approval to execute a contract with the Regents of the University of California, Los Angeles (UCLA) for the provision of services to administer and oversee the Training and Staff Development and Master of Social Work (MSW) Internship Program Services.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee, to execute a contract, substantially similar to Attachment A, with UCLA for the provision of staff training and development services, and a MSW Internship Program. The term of the contract will be effective July 1, 2025, or date of execution, through June 30, 2026. The County shall have the sole option to extend the contract term for up to four additional one-year periods through June 30, 2030. The Maximum Contract Sum for the one-year term plus four additional one-year optional renewals of the Contract is \$77,118,885, financed using 75 percent Federal funds and 25 percent 2011 State Realignment/net County cost (NCC). Sufficient funding will be included in the Fiscal Year 2025-2026 Recommended Budget.
2. Delegate authority to the Director of DCFS, or designee, to execute amendments to increase or decrease the Maximum Annual Contract Sum up to 10 percent if

"To Enrich Lives Through Effective and Caring Service"

such an amendment is necessary to meet changes in service demands and the necessary funding is available in the budget. Approval from County Counsel will be obtained prior to executing such amendment, and the Director will notify 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 execute amendments to the contract to make changes to the scope of work or the terms and conditions to meet program needs, provided that: a) prior County Counsel approval is granted; and b) the Director of DCFS, or designee, notifies the Board and the CEO, in writing, within 10 business days after execution of such amendment.
4. Delegate authority to the Director of DCFS, or designee, to terminate the Training and Staff Development contract with UCLA 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 of terminating the contract.
5. Delegate authority to the Director of DCFS, or designee, to exercise the four one-year extension options with an additional six months beyond June 30, 2030, by written notice or amendment, if such additional time is necessary to complete the negotiation or solicitation of a new contract, provided that: a) cost of living adjustment is not included; b) sufficient funding is available for the extension; c) County Counsel approval is obtained prior to executing the extension; and d) DCFS notifies the Board and the CEO, in writing, within 10 business days of the written notification's execution.
6. Delegate authority to the Director of DCFS, or designee, to execute Title IV-E stipend agreements with individual student trainees enrolled in MSW degree programs. The cost of the education stipends is included in the Training and Staff Development contract with UCLA. The Title IV-E stipend agreements allow the student trainees to receive the education stipend on the condition that they agree to work for DCFS for a two-year period upon earning their degree.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The recommended actions will allow DCFS to continue to work in collaboration with UCLA's Department of Social Welfare/Luskin School of Public Affairs to provide foundational training to newly hired Children's Social Workers (CSW). This training model calls for a 52-week training program, featuring classroom instruction, virtual trainings, field experience and the use of latest technologies. The foundational training also includes the use of simulation training. Each CSW is provided with the opportunity to participate in two simulation experiences during their foundational training. The simulation training incorporates lessons learned from real DCFS cases and imitate real-life casework issues

that CSWs experience during in-home visits, client and collateral interviews and safety and risk assessments as well as the analysis of a family's progress towards achieving case plan goals. The simulation training is specifically focused on promoting and developing critical thinking, decision-making, analysis and problem solving skills.

Implementation of Los Angeles County's Strategic Plan Goals

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

FISCAL IMPACT/FINANCING

The Maximum Contract Sum for the one-year term plus four additional one-year optional renewals of the contract is \$77,118,885. The maximum sum for the initial term of the contract is \$14,833,435; the contractor will match an additional \$3,268,558 in in-kind services for the initial term. The maximum sum of the first optional one-year term is \$15,060,013; the maximum sum of the second optional one-year term is \$15,394,987; the maximum sum of the third optional one-year term is \$15,729,609; and the maximum sum of the fourth optional one-year term is \$16,100,841. The contract is financed using 75 percent Federal funds and 25 percent 2011 State Realignment/NCC.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On April 1, 2014, DCFS began contracting with UCLA for its training and staff development needs. The center in Downtown Los Angeles supports the collaboration between DCFS and UCLA trainers as a centralized location and facilitates a coordinated partnership for the design, development and delivery of training for DCFS staff. UCLA subcontracts with local universities and other qualified training partners to assist in providing training and staff development services to DCFS. Services from UCLA are facilitated through a Request for Services process, whereby DCFS submits specific, detailed training requests for the design, development, delivery and evaluation of training. The DCFS University was established by DCFS to support staff development for over 8,900 DCFS staff with three training centers located in Downtown Los Angeles, Norwalk, and the Antelope Valley. The center in Downtown Los Angeles is funded through this contract and is a 28,000 square feet state-of-the-art facility that includes: seven large training rooms; four simulation labs (one outfitted with a viewing room); two computer labs; a studio for the development of e-learning and other web-based technologies; a library for archived material; a sizable conference room with video conference capability; and a "huddle room" for smaller meetings.

CONTRACTING PROCESS

The Department requested approval from the California Department of Social Services (CDSS) on November 8, 2023, for procurement of this contract by negotiation with a single entity and for a five-year contract term. CDSS approved the request on December 19, 2023.

Board Policy 5.100, Sole Source Contracts and Amendments, requires that the Board be notified if a department intends to extend the term of the current contract beyond its original term pending solicitation of a replacement system and/or services. However, DCFS did not provide the required notification to the Board.

DCFS has determined that the Living Wage Program (County Code Chapter 2.201) and Cost of Living Adjustment are not applicable to this contract.

CDSS regulation (MPP 23.650.14) allows the County to procure contracts by negotiation with public educational institutions.

County Counsel and the CEO have reviewed this Board letter. County Counsel has approved this contract as to form.

IMPACT ON CURRENT SERVICES

Approval of this contract will allow DCFS to continue to provide an array of training services that includes a training needs assessment to measure knowledge and skill in order to plan and deliver targeted workforce development services. It will also align workforce development services with the Department's strategic framework and the Integrated Core Practice Model. The contract also continues to support the delivery of the CSW and Supervising CSW academies, Structure Decision Making, Trauma, Lesbian, Gay, Bisexual, Transgender and Queer or Questioning, Child Interviewing, Identification of Physical and Sexual Abuse, Child and Adolescent Needs and Strengths, and other professional development trainings. Lastly, the contract also serves to educate and prepare MSW students who participate in the internship program for employment at DCFS upon graduation. It includes awarding MSW students with a two-year stipend program. This allows qualified Title IV-E MSW candidates to receive up to \$26,000 for each academic term.

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 attachment to the Department of Children and Family Services.

The Honorable Board of Supervisors

June 10, 2025

Page 5

Respectfully submitted,



BRANDON T. NICHOLS
Director

BTN:JF:CMM:RW:LT
SS:TN:ec

Enclosures

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

SOLE SOURCE CHECKLIST

Department Name: _____

- New Sole Source Contract
- Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
	➤ 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>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Chief Executive Office

Date