



AGENDA STAFF REPORT

Control: 26001049

MEETING DATE: 04/28/2026

LEGAL ENTITY TAKING ACTION: Board of Supervisors

BOARD OF SUPERVISORS DISTRICT(S): All Districts

SUBMITTING AGENCY/DEPARTMENT: Social Services Agency

DEPARTMENT CONTACT PERSON(S): An Tran, 714-541-7773
James Cho, 714-245-6268

SUBJECT: Approve Contract for Family Finding and Engagement Services

CEO CONCUR Concur	COUNTY COUNSEL REVIEW Approve agreement to form	CLERK OF THE BOARD DISCUSSION 3 Votes Board Majority
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Budgeted: N/A	Current Year Cost: N/A	Annual Cost: FY 2026-27 \$375,000 FY 2027-28 \$375,000 FY 2028-29 \$375,000
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Staffing Impact: No	Funding Source: See Financial Impact Section	Sole Source: No
Current Fiscal Year Revenue: N/A		County Audit in Last 3 years: No
Levine Act Review Completed? Yes		
Prior Board Action: N/A		

RECOMMENDED ACTION(S):

1. Authorize the County Procurement Officer or Deputized designee to execute Contract with Seneca Family of Agencies for family finding and engagement services, effective July 1, 2026, through June 30, 2029, in an amount not to exceed \$1,125,000, renewable for one additional two-year term.
2. Authorize the County Procurement Officer or Deputized designee to accept Claims-Made Sexual Misconduct Liability Insurance in lieu of Per Occurrence Sexual Misconduct Liability Insurance.
3. Pursuant to Contract Policy Manual Section 3.3-113, authorize the County Procurement Officer or Deputized designee to exercise a contingency contract cost increase, not to exceed a total of 10 percent of the Contract amount for the first year of the Contract, for the entire term of the Contract, including renewals, and within the scope of work set forth in this Contract. The use of this contingency contract cost increase is subject to approval requirements established by the County Procurement Officer.

SUMMARY:

Approval of the Contract will allow continued service delivery of family finding and engagement services to find and engage family members and/or other adults to help support children, youth and young adults in foster care, with the aim of increasing permanency options and enhancing overall development and well-being.

BACKGROUND INFORMATION:

Family Finding and Engagement Services (FFES) are provided for youth up to age 21 under Orange County Juvenile Court’s jurisdiction and who are placed in temporary, out-of-home settings. Using various methods such as case reviews, phone calls, online searches, emails, and in-person visits, FFES identifies and searches for supportive family members and other individuals to connect with clients.

The Board of Supervisors (Board) previously approved the following Contracts for Family Finding and Engagement Services (FFES):

Board Date	Contract/ Amendment	Term	Maximum Obligation	Board Action
5/19/2015	Non-financial Memorandum of Understanding (MOU)	July 1, 2015, until terminated by either party	N/A	Approved MOU
2/26/2019	Contract	April 1, 2019-March 31, 2022	\$1,125,000	Approved Contract
2/8/2022	Contract	April 1, 2022-June 30, 2024	\$843,750	Approved Contract
5/21/2024	Amendment One	July 1, 2024-June 30, 2026	\$800,000	Approved Amendment One

Request for Proposal (RFP)

On November 14, 2025, Social Services Agency (SSA) released an RFP via the County’s online bidding system to solicit proposals from interested parties for FFES.

Proposal Evaluation and Scoring

SSA received three proposals by the deadline of December 17, 2025. Proposals were received from Court Appointed Special Advocates of Orange County, Myndhack LLC, and Seneca Family of Agencies (Seneca), the current incumbent. All proposals received were deemed responsive prior to the commencement of the evaluation committee. Each proposal was reviewed, evaluated, and rated by a seven-member evaluation committee composed of members from SSA, Probation, and Health Care Agency.

Evaluation committee members independently rated the proposal using the following criteria and possible maximum points:

<u>Evaluation Criteria</u>	<u>Maximum Points</u>
Organization Experience	200 points
Services to be Provided	400 points
Staffing Plan	100 points

Line-Item Budget and Budget Narrative	200 points
Respondent Interview	<u>100 points</u>
Total Maximum Points	1,000 points

Once the respondent interviews were concluded, the evaluation committee conferred the combined total scores, after removing the high-low scores, for the respondents below:

<u>Respondent</u>	<u>Combined Score</u>
Seneca Family of Agencies	4,403 points
Court Appointed Special Advocates of Orange County	4,303 points
Myndhack LLC*	2,584 points

* Myndhack LLC was not interviewed by the evaluation panel as their submitted proposal was not deemed acceptable within the competitive range.

Based on the proposal and interview scores, the evaluation committee recommended awarding the contract to Seneca. See Attachment B Combined and Summarized Scoring Sheet. Seneca has over 25 years of relevant experience in social services programs, including those specifically focused on FFES. Seneca also has established partnerships with community-based organizations and, as the incumbent, has an existing workforce with qualified staff in place to fulfill all program roles, responsibilities, and service requirements.

A Notice of Intent to Award letter was posted to the County’s online bidding system on March 5, 2026. No protests were received.

Non-Standard Insurance Provisions

The Contract with Seneca has non-standard insurance provisions that eliminate the requirement of Per Occurrence Sexual Misconduct Liability (SML) Insurance. Seneca is unable to attain Per Occurrence SML. Seneca stated they were unable to identify an insurer that they could purchase this insurance in the market. Seneca currently carries Claims-Made SML Insurance and will be required to maintain this insurance throughout the term of the Contract. County Executive Office Risk Management does not concur with the elimination of the requirement for Per Occurrence SML. See Attachment C Risk Assessment Form.

Effective January 1, 2024, new state law eliminated the previous time limit for the statute of limitations on childhood sexual assault. Under the new law, a civil claim for a child sexual abuse event that occurs after January 1, 2024, can be brought at any time. Due to the significant increase in potential liability the new law poses, many California insurance providers are unwilling to issue Per Occurrence policies for sexual misconduct liability.

This program offers valuable support to foster youth and young adults. SSA is therefore asking the Board to approve this Contract containing non-standard insurance provisions.

Outcomes

Outcomes for FFES for the period of July 1, 2024, through December 31, 2025, are as follows:

Outcome Objectives	Goal	FY 2024-25	July 2025-December 2025
Contractor shall attempt to make connections for Clients referred by SSA.	100%	100%	100%
Contractor shall, by the time of closure of each referral, establish a connection, defined as a family member or natural support person who was identified through FFES and is committed to being a lifelong support for the identified Client.	70%	100%	100%

- Outcomes are only updated quarterly.

The proposed contract will include the following outcome objectives to monitor the program’s effectiveness.

Outcome Objectives
For at least 90 percent of referrals, at least three identified connections are located, contacted, and have initiated engagement with the youth/young adult (e.g., exchanged emails or phone calls) within 60 days of referral.
At least 75 percent of youth referred will attend at least two-family or supportive adult engagement meetings, visitations, or activities within the first 90 days of referral.
At least 75 percent of youth will report an increased sense of belonging and connectedness to supportive adults, measured via the Youth Connections Scale.

SSA now requests Board’s approval of the Contract with Seneca for FFES, in an amount not to exceed \$1,125,000, for the term of July 1, 2026, through June 30, 2029, renewable for one additional two-year term. The Orange County Small Business Preference Policy was not applicable because FFES are Federal Title IV-E eligible. The Disabled Veterans Business Enterprise Preference policy was applicable and incorporated into this solicitation. No DVBE qualified proposals were submitted.

The Contractor’s performance has been confirmed as satisfactory. SSA has verified there are no concerns that must be addressed with respect to the Contractors’ ownerships/names, litigation status or conflicts with County interests. The appropriate due diligence has been conducted and the non-profit has been verified to be in good standing. An analysis was completed to verify the contract provides County with persons specially trained, experienced, expert and competent to perform the special services in accordance with the law.

Subcontractors

This Contract, due to the nature of the services, could require the addition of subcontractors. In order to add subcontractor(s) to the Contract, the Contractor must seek express consent from SSA. Should the addition of a subcontractor affect the scope of work and/or Contract amount, SSA will bring the item back to the Board for approval. In the past, subcontractors have not been used for this Contract. See Attachment D for Contract Summary Form.

FINANCIAL IMPACT:

Appropriations for this Contract will be included in Budget Control 063, Social Services Agency FY 2026-27 Budget and will be included in the budgeting process for future years. This Contract is anticipated to be funded by 30 percent federal Title IV-E and 70 percent state Child and Family Teams.

Contingency of Funds

The Contract includes provisions that the Contract is contingent upon the availability of funds and inclusion of sufficient funds in the budget approved by the Board for each fiscal year the Contract remains in effect or operation. In the event such funding is terminated or reduced, the County may terminate the Contract, reduce the County’s maximum obligation or modify the Contract, without penalty.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A – Contract with Seneca Family of Agencies MA-063-26010204

Attachment B – Combined and Summarized Scoring Sheet

Attachment C - Risk Assessment Form

Attachment D – Contract Summary Form