



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602



BOBBY D. CAGLE
Director

GINGER PRYOR
Chief Deputy Director

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March 18, 2020

Dear Prospective Contractors and Interested Parties:

**ADDENDUM NUMBER THREE TO REQUEST FOR STATEMENT OF
QUALIFICATIONS BID NUMBER CMS-17-0016/0017 FOR FOSTER CARE
PLACEMENT SERVICES SHORT-TERM RESIDENTIAL THERAPEUTIC
PROGRAM ONLY**

Addendum Number Three is issued by the County of Los Angeles Department of Children and Family Services (DCFS) and Probation Department (Probation) for the Foster Care Placement Services (FCPS) Request for Statement of Qualifications (RFSQ) for Short-Term Residential Therapeutic Program (STRTP), Bid Number CMS-17-0016/0017 released January 17, 2018. Addendum Number Three amends the RFSQ as provided below. Changes apply to the referenced parts, sections, and subsections that are amended or deleted. Deleted text will be indicated with strikeouts. Any replacement text will be in bold. All other sections remain in full effect.

A Prospective Contractor's failure to incorporate the requirements of this Addendum Number Three may result in their Statement of Qualifications (SOQ) not being considered, as determined at the sole discretion of the County.

As a result of this Addendum Three, Prospective Contractors have the following option:

Prospective Contractors that would like to attempt to qualify for the STRTP must submit a completed SOQ by **10:00 A.M. Pacific Standard Time, on Thursday, May 14, 2020.**

Changes made to the RFSQ are as follows:

- I. RFSQ, Section 1.0 Introduction, Sub-section 1.4 Target Demographics, Sub-paragraph 1.4.1, 1.4.2., 1.4.3., and 1.4.4. are amended as follows:

~~1.4.1 Target Demographics for FFA and FFA-ESC Programs~~

~~The target demographics for the FFA Program are children/youth and NMDs, 0-21 years old, in need of a temporary or permanent family setting, as an alternative to STRTP. The principle target groups include children in which the case plan is for: 1) family reunification; 2) adoption; 3) legal guardianship; 4) permanent placement; 5) sibling group placement; 6) neighborhood/school based placement; and 7) children with special health care needs as defined in Title 22, Section 88001(c)(5) and (m) for FFAs with Specialized Certified Family Homes.~~

~~1.4.1.1 The target demographics for the FFA-ESC program are children/youth and NMDs 0-21 years old, including sibling groups, pregnant teens and parenting teens with their infant(s).~~

~~1.4.1.2 The current priority target demographic needs of DCFS and Probation are American Indian; Commercial Sexual Exploitation of Children (CSEC); NMDs; Acute Mental Health Issues; Pregnant and Parenting Teens; Developmentally Disabled; and Lesbian, Gay, Bisexual, Transgender and Queer or Questioning (LGBTQ).~~

1.4.1 Target Demographics for STRTP

The target demographics for the STRTP are children/youth and Non-Minor Dependents (NMDs), ~~0-21~~ **12-21** years old, who require a structured program and closer supervision than is usually provided in a relative or foster family home setting. A description of the target demographics for the Foster Care Placement Services Master Contract for STRTP may be found in the Program's SOW, Part A, Section 5.0, Target Demographics.

~~1.4.1.1 The current priority target demographics needs of DCFS and Probation are American Indian, Commercially Sexually Exploited Children (CSEC), NMDs, Acute Mental Health Issues, Pregnant and Parenting Teens, Developmentally Disabled, and Lesbian Gay Bisexual Transgender Queer (LGBTQ).~~

~~1.4.3 Target demographics for ISFC FFA Program for Children with Serious Emotional and Behavioral Needs~~

~~The overall target demographics for ISFC FFA for Children with Serious Emotional and Behavioral Needs are children 6-21 years old who are seriously emotionally disturbed with behavioral challenges and have history of severe behavioral problems, as evidenced by a history that may include, but not limited to, all of the specific behavior management problems: 1) verbal or physical aggression; 2) inappropriate sexual behavior; 3) attempts at self-harm; 4) attempts to harm others; 5) defiant~~

~~and oppositional behavior; or 6) other severe behavior, and in need of a temporary family setting as an alternative to congregate care in an STRTP or are in the process of stepping down from an STRTP and requires more intensive services to stabilize in a community setting. A description of the target demographics for the Foster Care Placement Services Master Contract for ISFC FFA may be found in the Program's SOW, Part C, Target Demographics.~~

~~1.4.4 Target Demographics for ISFC FFA Program for Children with Special Health Care Needs~~

~~The overall target demographics for ISFC FFA for Children with Special Health Care Needs are children 0-21 years old who have a condition that can rapidly deteriorate resulting in permanent injury or death or who have a medical condition that requires specialized in-home health care and are not able to remain in their home or placed in a lower level of care. The program will serve the following age sub-groups of children and NMDs: 1) Infant 0-2 years old; 2) Child/Youth 3-12 years old; 3) Teen 13-17 years old; 4) Teen parents and their infant(s) (Whole Foster Family Homes); 5) Sibling Groups; and 6) Extended Foster Care NMDs 18-21 years old.~~

II. RFSQ, Section 2.0 General Information, Sub-section 2.4 Prospective Contractor's Minimum Qualifications, Sub-paragraph 2.4.1, 2.4.2, 2.4.3, and 2.4.4. are amended as follows:

2.4.1. Interested and qualified Prospective Contractors who meet the following Minimum Qualifications are invited to submit an SOQ.

2.4.1.3. Prospective Contractor must be licensed by the CDSS Community Care Licensing Division (CCLD) for each program it is attempting to qualify, and must provide a copy of the license for each program and each site.

~~2.4.1.3.1. Prospective Contractors who do not currently hold a CDSS License, must provide documentation which indicates the licensing process has been initiated. Prospective Contractors must provide a CDSS License prior to contract execution.~~

2.4.1.4. Prospective Contractor must hold an approved Rate from the CDSS Foster Care Rates Bureau for each program it is attempting to qualify, and must provide a copy of their Rate Notification letter for each program and each site.

~~2.4.1.4.1. Prospective Contractors who do not currently hold a CDSS Rate Notification letter, must provide a CDSS Rate Notification letter prior to contract execution.~~

2.4.1.8 Prospective Contractor must obtain program approval from County. Program approval consists of County's approval of the Prospective Contractor's STRTP Plan of Operation and Program Statement, review of open allegations and closed investigations up to two years, and a facility inspection.

2.4.2 Prospective Contractors attempting to qualify for **FFA-ESC, and STRTP**, must meet the following additional requirement:

2.4.2.1 Prospective Contractors must provide 24/7 intake services.

~~2.4.3 Prospective Contractors attempting to qualify an **FFA-ESC** program must meet the following additional requirement:~~

~~2.4.3.1 Prospective Contractor must identify a minimum of one FFA-ESC Resource Family and provide proof of the Resource Family Approval.~~

~~2.4.4. Prospective Contractors attempting to qualify an **ISFC FFA** program must meet the following additional requirements:~~

~~2.4.4.1. Must have three (3) years of experience within the last five (5) years providing FFA placement services and resources.~~

~~2.4.4.2. Must have the ability to draw down Medi-Cal funds for the purpose of providing ISFC services via Legal Entity (LE) or Mental Health Services Act (MHSA) Master Contract with County of Los Angeles Department of Mental Health (DMH).~~

~~2.4.4.3. Provide a copy of their organization's LE or MHSA Master Contract with DMH.~~

III. RFSQ, Section 3.0 Instructions to Prospective Contractors, Sub-section 3.3 RFSQ Timetable is amended as follows:

3.3 RFSQ Timetable

RFSQ Release and Initial SOQ Submission Review Period is as follows:

➤ ~~Release of RFSQ: January 16, 2018~~

- ~~Request for a Solicitation Requirements Review: due on January 30, 2018~~
- ~~Responses to Solicitation Requirements Review: February 6, 2018~~
- ~~Written Questions (optional): due on February 23, 2018~~
- ~~Prospective Contractors' Conference (optional): February 28, 2018~~
- ~~Questions and Answers Released on or about March 30, 2018~~
- ~~SOQ submission period opens at 8:00 AM, April 6, 2018~~
- ~~SOQs due by 5:00 PM Pacific Standard Time, May 18, 2018~~
- ~~SOQs due by 12:00 PM Pacific Standard Time, August 6, 2018~~
- ~~Notice of Tentative Selection: on or about August 27, 2018~~
- ~~Notice of Tentative Selection: on or about September 27, 2018~~

- **Release of RFSQ: Wednesday, March 18, 2020**
- **Request for a Solicitation Requirements Review: due on Wednesday, March 25, 2020**
- **Responses to Solicitation Requirements Review: Monday, April 6, 2020**
- **Prospective Contractors' Conference (optional): Wednesday, April 8, 2020**
- **Written Questions (optional): due on Thursday, April 9, 2020**
- **Questions and Answers Released on or about Monday, April 20, 2020**
- **SOQ submission period opens at 8:00 A.M., Tuesday, April 21, 2020**
- **SOQs due by 10:00 A.M. Pacific Standard Time, on Thursday, May 14, 2020**
- **Notice of Tentative Selection: on or about Monday, June 29, 2020**
- **Anticipated Contract Start Date: on or about Saturday, August 1, 2020**

IV. RFSQ, Section 3.0 Instructions to Prospective Contractors, Sub-section 3.6 Prospective Contractors' Conference is amended as follows:

3.6 A Prospective Contractors' Conference will be held to discuss the RFSQ. The conference is optional for prospective Contractors; however, attendance is highly recommended. It is also recommended that prospective Contractors bring a copy of the RFSQ to the conference for reference. County staff will respond to questions from prospective Contractors. The conference is scheduled as follows:

Date: ~~February 28, 2018~~ **April 8, 2020**
Time: ~~8:30 AM until 11:30 AM for FFA and ISFC Services~~
10AM Pacific Standard Time
~~1:00 PM until 4:30 PM for STRTP Services~~
Address: ~~Hacienda Heights Community Center~~

**1234 Valencia Avenue
Hacienda Heights, California 91745
To be held via tele-conference call. Conference call
telephone number will be posted on the DCFS
website on April 6, 2020**

V. RFSQ, Section 4.0 SOQ Review/Selection/Qualification Process, Sub-section 4.4 Master Contract Award is amended as follows:

4.4 Prospective Contractors who are notified by the County that they appear to have the minimum qualifications and experience (i.e. they are qualified) may still not be recommended for a Master Contract, if other requirements necessary for awarding have not been met. Other requirements may include, but are not limited to, full compliance with AB-403 (Continuum of Care Reform), acceptance of the terms and conditions of the Master Contract, and/or satisfactory documentation that required insurance will be obtained, and/or successful completion of the responsiveness and responsibility review in accordance with the County's Fiscal Manual. **Prospective Contractors must meet all the minimum qualifications and requirements by Monday, June 29, 2020.** Only when all such matters have been demonstrated to the Department's satisfaction can a Prospective Contractor, which is otherwise deemed qualified, be regarded as "selected" for recommendation of a Master Contract.

The County will execute Board-authorized Master Contracts with each selected Prospective Contractor. All Prospective Contractors will be informed of the final selections. The execution of a Master Contract does not guarantee Prospective Contractor placements of children/youth and NMDs supervised by DCFS and/or Probation.

Sincerely,

Eddie Ota

Eddie Ota, Section Manager
Contracts Administration Division

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