



County of Los Angeles

DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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April 25, 2025

To: Prospective Proposers and Interested Parties

From: 
Leticia Torres-Ibarra, Division Manager
Contracts Administration Division

ADDENDUM NUMBER FOUR TO EMERGENCY SHELTER CARE SERVICES REQUEST FOR STATEMENTS OF QUALIFICATIONS NUMBER 21-0072

Addendum Number Four is issued by the County of Los Angeles Department of Children and Family Services (DCFS) to all holders of the Emergency Shelter Care (ESC) Services Request for Statement of Qualifications (RFSQ) released on August 1, 2023. Addendum Number Four amends sections of the RFSQ. Changes only apply to referenced sections and/or subsections that are amended or deleted; all other sections remain in full effect.

A Prospective Proposer's failure to address the requirements of this Addendum Number Four may result in the proposal being found non-responsive and not being considered, as determined in the sole discretion of the County.

Changes to wording in RFSQ sections in this Addendum Number Four include both deletions and additions. Deletions are indicated by strikethrough (~~strikethrough~~) and additions are underlined (underlined).

A red line version of the ESC RFSQ #21-0072, which includes changes from Addendum Number One, Addendum Number Two, Addendum Number Three, and Addendum Number Four, is now available on the DCFS Website and the Internal Services Department Website.

RFSQ section revisions are listed in sequential order as they appear in the document:

- I. RFSQ, Exhibit A, Statement of Work, Section 9.8.2, **Placement Rate**, is replaced in its entirety to read as follows:

"To Enrich Lives Through Effective and Caring Service"

9.8.2. ~~Placement Rate~~

~~Upon placement of an ESC Child in Contractor's home, Contractor must continue to receive the monthly Bed Availability Rate as specified in Subsection 9.8.1 and additional compensation equal to the AFDC-FC rate, depending on the ESC Child's assessment, of the days the ESC Child remains in the Contractor's home.~~

~~Rates must be prorated for periods of less than a month. Placements must be listed and tracked on Technical Exhibit A-7 (ESC Services Control Log).~~

Foster Care Placement Rate

When an ESC Child is placed in the ESC Contractor's available bed, the Bed Availability Rate, as specified in Subsection 9.8.1, will continue. Additionally, the ESC Contractor will receive additional compensation at the Aid to Families with Dependent Children-Foster Care (AFDC-FC) Specialized Care Rate (SCR) category for foster children, depending on the ESC Child's category, for the number of days the ESC Child remains in the ESC Contractor's home. Rates will be prorated for periods of less than a month. Placements must be listed and tracked on Technical Exhibit A-7 (ESC Services Control Log).

- II. RFSQ, Exhibit A, Statement of Work, Section 9.8.3, **Invoices**, is replaced in its entirety to read as follows:

9.8.3 ~~Invoices~~

~~The Contractor must prepare invoices, Technical Exhibit A-3 (ESC 15 Contractor's Invoice) of Exhibit A (Statement of Work), in accordance with Paragraph 5.5 (Invoices and Payments) of this Contract. Technical Exhibit A-7 (ESC Services Control Log) must be submitted with Technical Exhibit A-3 (ESC Contractor's Invoice).~~

Payment

Both the bed rate and foster care placement rate are calculated on a pro-rata basis each month for each day service was provided. Contractors will receive two (2) separate payments, as the monthly payment for the bed availability rate is paid through an invoicing process, and the monthly

payment for Foster Care Placement Rate is paid through a voucher process.

If a bed vacancy exceeds 60 days, County Program Manager (CPM) reserves the right to withhold Bed Availability payment and place the bed "off-call" status until a placement is secured.

- III. RFSQ, Exhibit A, Statement of Work, Section 9.8.4, **Invoices**, is added to read as follows:

9.8.4 Invoices

The Contractor must prepare invoices, Technical Exhibit A-3 (ESC 15 Contractor's Invoice) of Exhibit A (Statement of Work), in accordance with Paragraph 5.5 (Invoices and Payments) of this Contract. Technical Exhibit A-7 (ESC Services Control Log) must be submitted with Technical Exhibit A-3 (ESC Contractor's Invoice).