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Director

County of Los Angeles DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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January 19, 2024

To: Prospective Proposers and Interested Parties

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

ADDENDUM NUMBER THREE TO ADOPTION PROMOTION AND SUPPORT SERVICES REQUEST FOR PROPOSALS NO. 22-0055

Addendum Number Three is issued by the County of Los Angeles Department of Children and Family Services (DCFS) to all holders of the Adoption Promotion and Support Services Request for Proposals (RFP) No. 22-0055. Addendum Number Three amends sections in the RFP as provided below. Changes only apply to referenced sections and/or subsections that are amended or deleted; all other sections remain in full affect.

A prospective Proposer's failure to address the requirements of this Addendum Number Three 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 RFP sections in this Addendum Number Three include both deletions and additions. Deletions are indicated as strikeouts (~~strikeouts~~) and additions are underlined (underlined).

Following the discussion of the RFP section revisions, RFP Required Form, Exhibit 2, will be included as Attachment I to this Addendum Number Three.

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

- I. RFP, Section 1.0, **SOLICITATION INFORMATION AND MINIMUM MANDATORY REQUIREMENTS**, has been amended to read as follows:

Anticipated Contract Term	January 1, 2025 <u>July 1, 2025</u> through June 30, 2026 with an option to extend for three (3) additional one (1) year periods and an additional six (6) months from July 1, 2026 through
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"To Enrich Lives Through Effective and Caring Service"

	June 30, 2029 <u>December 31, 2029</u>
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- II. RFP, Section 3.0, **PURPOSE**, Subsection 3.2.1, **Anticipated Contract Term**, has been amended to read as follows:

The contract term is anticipated to be for an initial period of ~~one (1) year eighteen (18) months~~ with three (3) optional one-year periods: ~~and an additional six (6) months~~. The contract is anticipated to commence on ~~January 1, 2025~~ July 1, 2025 following Board of Supervisors' award. There is an option to extend for three (3) ~~additional~~ one (1) year periods ~~and an additional six (6) months~~, from July 1, 2026 through ~~June 30, 2029~~ December 31, 2029. Once approval is obtained from the Board of Supervisors, the DCFS Director or his/her designee, has the authority to execute the optional extension periods.

- III. Sample Contract, Section 4.0, **TERM OF CONTRACT**, Subsection 4.1 has been amended to read as follows:

The term of this Contract will be for an initial ~~eighteen (18) month~~ one-year period commencing after execution by County's Board of Supervisors, unless sooner terminated or extended, in whole or in part, as provided in this Contract.

- IV. Sample Contract, Section 4.0, **TERM OF CONTRACT**, Subsection 4.2 has been amended to read as follows:

The County will have the sole option to extend this Contract term for up to three (3) ~~additional~~ one (1) year periods, ~~and an additional six (6) months~~, for a maximum total Contract term of four (4) years and six (6) months. Each such extension option may be exercised at the sole discretion of the Direct of DCFS or designee as authorized by the Board of Supervisors.

- V. RFP, **Appendix B, Required Forms, Exhibit 2**, has been replaced in its entirety to include a signature block.

REQUIRED FORMS – EXHIBIT 2**CERTIFICATION OF COMPLIANCE**

Proposer certifies compliance with all programs, policies, and ordinances specified in exhibits listed below.

TITLE		REFERENCE	CERTIFICATIONS
1	Certification of No Conflict of Interest	LACC 2.180	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No
2	Familiarity with the County Lobbyist Ordinance Certification	LACC 2.160	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No
3	Zero Tolerance Policy on Human Trafficking Certification	Motion	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No
4	Compliance with Fair Chance Employment Hiring Practices Certification	Board Policy 5.250	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No
5	Charitable Contributions Certification Enter the California Registry of Charitable Trusts “CT” number and upload a copy of firm’s most recent filing with the Registry of Charitable Trusts as required by Title 11 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586 (if applicable) _____	Board Policy 5.065	Check the Certification below that is applicable to your company. <input type="checkbox"/> Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California’s Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General’s Registry of Charitable Trusts when filed. OR <input type="checkbox"/> Proposer or Contractor is registered with the California Registry of Charitable Trusts under the CT number listed in this document and is in compliance with its registration and reporting requirements under California law. Attached is a copy of its most recent filing with the Registry of Charitable Trusts.
6	Attestation of Willingness to Consider GAIN/START Participants	Board Policy 5.050	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No Willing to provide GAIN/START participants access to employee mentoring program? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A-program not available
7	Contractor Employee Jury Service Program Certification Form & Application for Exception	LACC 2.203	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, identify exemption: <input type="checkbox"/> My business does not meet the definition of “contractor,” as defined in the Program. <input type="checkbox"/> My business is a small business as defined in the Program. <input type="checkbox"/> My business is subject to a Collective Bargaining Agreement (attach agreement) that expressly provides that it supersedes all provisions of the Program

8	Certification of Compliance with the County's Defaulted Property Tax Reduction Program	LACC 2.206	Certifies Compliance? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, identify exemption: _____
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I declare compliance with all programs, policies, and ordinances specified in RFP Required Forms, Exhibit 2, Certification of Compliance.

PRINT NAME:	TITLE:
SIGNATURE:	DATE:
AGENCY NAME:	AGENCY ADDRESS: