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June 5, 2025

Dear Prospective Proposers and Interested Parties:

ADDENDUM NUMBER THREE TO THE IMMIGRATION LEGAL ASSISTANCE FOR ABUSED AND NEGLECTED CHILDREN REQUEST FOR PROPOSALS NUMBER 24-04-045

Addendum Number Three is issued by the County of Los Angeles, Department of Children and Family Services to all holders of the Immigration Legal Assistance for Abused and Neglected Children Request for Proposals (RFP) Number 24-04-045, released on May 22, 2025. Changes only apply to reference sections and/or subsections that are amended or deleted; all other sections remain in full effect.

A 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 by strikeouts (~~strikeouts~~) and additions are underlined (underlined).

For any additional concerns please contact Contract Analyst, Stephanie Yu, at ILARFP@dcfs.lacounty.gov.

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

1. Statement of Work, Page 5, Section B, Project Foundation, Section 6.0, Contract Responsibilities, Subsection 6.2, is amended as follows:

6.2 CPD must be a full-time staff member ~~dedicated to this Contract~~ and must be responsible to act on behalf of the Contractor on all matters related to the daily operations of the Contract.

2. Statement of Work, Page 6, Section B, Project Foundation, Section 7.0, Contractor Staff Qualifications, Subsection 7.2, paragraph 7.2.6, is amended as follows:

7.2.6 ~~Pro bono attorneys that are not assigned to Immigration Legal Assistance cases on their own.~~ Pro bono attorneys may be assigned assist on Legal

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Assistance cases so long as the pro bono attorney is under the supervision of Contractor staff. ~~If Pro bono attorneys are being utilized, the Contractor must obtain prior approval from the County Program Manager;~~

3. Statement of Work, Page 8, Section C, Service Description, Section 9.0, Scope of Work, Subsection 9.1, Legal Services Provided by Contractor, paragraph 9.1.1 is amended as follows:

9.1.1 When appropriate, Contractor must coordinate with DCFS, GLCC the children child or youth's dependency court counsel, the Dependency Court, local agencies, and or community-based organizations to facilitate Contractor's access to eligible DCFS clients in need of immigration legal assistance pursuant to this Contract.

4. Statement of Work, Page 10, Section C, Service Description, Section 9.0, Scope of Work, Subsection 9.3, Termination of Legal Representation of a DCFS Child in Need of Immigration Relief, paragraph 9.3.2 is replaced in its entirety with the following:

9.3.2 ~~The Contractor may terminate legal assistance with a DCFS client aged 18 and over by filing a request to be relieved from representing the DCFS client in the dependency court and having granted a termination letter with no less than thirty (30) days' notice if the DCFS client repeatedly fails to appear for appointments or communicate with the Contractor. The Contractor must make every effort to contact or find the DCFS client at all available phone numbers, addresses, and contacts, and contacting the CLCC attorney assigned to represent the DCFS client children or youth's dependency court counsel. The Contractor must document its efforts in writing in the applicable file of the DCFS client before the Contractor sends the thirty (30) days' notice of termination of legal assistance due to a lack of contact.~~

9.3.2 If the DCFS client repeatedly fails to appear for appointments or communicate with the Contractor, the Contractor may terminate legal assistance with a DCFS client aged 18 and over. The Contractor must make every effort to contact or find the DCFS client at all available phone numbers, addresses, and contacts, and by contacting the child or youth's dependency court counsel, if applicable. The Contractor must document its efforts in writing before sending the thirty (30) days' notice of termination of legal assistance due to a lack of contact.