



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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March 31, 2026

Dear Prospective Contractors and Interested Parties:

**ADDENDUM NUMBER ONE TO REQUEST FOR STATEMENT OF QUALIFICATIONS FOR
FOSTER CARE PLACEMENT SERVICES #25-58/80/81**

Addendum Number One is issued by the County of Los Angeles Department of Children and Family Services (DCFS) and Probation Department (Probation) to amend the Request for Statement of Qualifications (RFSQ) for Foster Care Placement Services (FCPS), RFSQ FCPS #25-58/80/81 released on February 26, 2026. New language is underlined and deleted language is crossed out, as examples new and ~~deleted~~.

Also, Addendum One provides Questions and Answers in response to the RFSQ. The Questions and Answers are provided in Attachment I to the Addendum.

The purpose of this RFSQ is to seek a pool of qualified contractors to enter into Master Contract(s) with the County of Los Angeles to provide FCPS for the following programs: 1) Foster Family Agency (FFA), 2) Foster Family Agency - Emergency Shelter Care (FFA-ESC), 3) Short-Term Residential Therapeutic Program (STRTP), 4) Intensive Services Foster Care Foster Family Agency (ISFC - FFA) for Children with Serious Emotional and Behavioral Needs (SEBN), 5) Intensive Services Foster Care Foster Family Agency (ISFC - FFA) for Children with Special Health Care Needs (SHCN), and 6) Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional and Behavior Needs impacted by Commercial Sexual Exploitation (ISFC – FFA SEBN CSE). This Addendum Number One amends the Instructions to Prospective Contractors and Required Forms.

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

Prospective Contractors are notified of the following changes:

1. RFSQ, Section 2.35, Certification Regarding Debarment and Suspension from Federal Financial Assistance Programs of the SOQ is amended as follows:

"To Enrich Lives Through Effective and Caring Service"

Prospective Contractor shall certify on Certification Regarding Debarment and Suspension from Federal Financial Assistance Programs, Appendix A, Required Forms, Form 26, ~~Federal Debarment and Suspension Certification~~ Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions (45 C.F.R. Part 76) that to the best of its knowledge and belief, its and its principals or Affiliates or any subcontractor utilized under this contract are not debarred or suspended from federal financial assistance programs and activities, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency.

2. RFSQ, Section 2.36, Contractor's Compliance with Encryption Requirements of the SOQ is amended as follows:

(Protection of Electronic County Personal Information (PI), Protective Health Information (PHI), and Medical Information (MI) - Data Encryption Standard)

Prospective Contractor is subject to the encryption requirements set forth below (collectively, the "Encryption Standards").

- 2.36.1 Prospective Contractor shall become familiar with the Encryption Standards and the pertinent provisions of Appendix F, G, H, I, J and K Sample FCPS Master Contracts, Part II, Section 41.0, Compliance with Encryption Requirements, both of which are incorporated by reference into and made a part of this solicitation.
- 2.36.2 Prospective Contractor shall be required to complete Appendix A, Required Forms, Form 2726, Contractor's Compliance with Encryption Requirements, providing information about their encryption practices and certifying that they will be in compliance with the Encryption Standards at the commencement of the contract and during the term of any contract that may be awarded pursuant to this solicitation. Prospective Contractor that fails to comply with the certification requirements of this provision will be considered non-responsive and excluded from further consideration.
- 2.36.3 Prospective Contractor' use of remote servers (e.g. cloud storage, Software-as-a-Service or SaaS) for storage of County PI, PHI and/or MI shall be disclosed by Prospective Contractor in, Appendix A, Required Forms, Form 2726, Contractor's Compliance with Encryption Requirements, and shall be subject to written pre- approval by the County's Chief Executive Office. Any use of remote servers may subject the Prospective Contractor to additional encryption requirements for such remote servers.

2.36.4 Encryption Standards

2.36.4.1 Stored Data

Prospective Contractor and Sub-Contractor workstations and portable devices (e.g., mobile, wearables, tablets, thumb drives, and external hard drives) shall require encryption (i.e. software and/or hardware) in accordance with:

- a) Federal Information Processing Standard Publication (FIPS) 140-2;
- b) National Institute of Standards and Technology (NIST) Special Publication 800-57 Recommendation for Key Management – Part 1: General (Revision 3);
- c) NIST Special Publication 800-57 Recommendation for Key Management - Part 2: Best Practices for Key Management Organization; and
- d) NIST Special Publication 800-111 Guide to Storage Encryption Technologies for End User Devices.

Advanced Encryption Standard (AES) with cipher strength of 256-bit is minimally required.

2.36.4.2 Transmitted Data

All transmitted (e.g. network) County PI, PHI, and/or MI shall require encryption in accordance with:

- a) NIST Special Publication 800-52 Guidelines for the Selection and Use of Transport Layer Security Implementations; and NIST Special Publication 800-57 Recommendation for Key Management- Part 3: Application-Specific Key Management Guidance.
- b) NIST Special Publication 800-57 Recommendation for Key Management- Part 3: Application-Specific Key Management Guidance.

Secure Sockets Layer (SSL) is minimally required with minimum cipher strength of 128-bit.

3. RFSQ, Section 2.37, Contractor’s Acknowledgement of County’s Commitment to Zero Tolerance Human Trafficking

On October 4, 2016, the County Board approved a motion taking significant steps to protect victims of human trafficking by establishing a zero-tolerance human trafficking policy. The policy prohibits Contractor engaged in human trafficking from receiving contract awards or performing services under a County contract.

Prospective Contractor is required to complete Form 2827 (Certification of Compliance) in Appendix A (Required Forms), certifying that they are in full compliance with the County’s Zero Tolerance Policy on Human Trafficking provision as defined in Paragraph 8.53 (Compliance with County’s Zero Tolerance Policy on Human Trafficking) of Appendix A (Master Agreement). Further, Contractor is required to comply with the requirements under said provision for the term of any Master Agreement awarded pursuant to this solicitation.

4. RFSQ, Section 3.7, Preparation and Format of the SOQ is amended as follows:

The Statement of Qualification (SOQ) must be submitted via email using five (5) six separate emails in the format and sequence outlined in the table below. In summary:

Email 1: Table of Contents and Transmittal Letter

Email 2: Section A – with required forms

Email 3: Section B – with required documents

Email 4: Section C – with financial documents

Email 5: Section D – with last page of SOQ

All attachments must be in PDF format unless otherwise noted. It is very important that each of the ~~five~~ email Subject Line and Required Attachment(s) are provided as instructed in ~~for~~ each of the five (5) emails, as follows:

Email	Subject Line	Required Forms and Documents
1	<p>FCPS RFSQ #25-0058/80/81 SOQ Email 1 of 5_Agency Name</p> <p><u>Example email Subject Line:</u> FCPS RFSQ #25-0058/80/81 SOQ Email 1 of 5_Jane Doe FFA, Inc.</p>	<p>Table of Contents and Transmittal Letter</p>

2	<p>FCPS RFSQ #25-0058/80/81 SOQ Email 2 of 5_Agency Name</p>	<p>Section A Form 1 Prospective Contractor’s Questionnaire/Affidavit Form 1a Community Business Enterprise (CBE) Information</p>
3	<p>FCPS RFSQ #25-0058/80/81 SOQ Email 2 of 5_Agency Name</p>	<p>Section A (continued) Form 2 Certification of No Conflict of Interest Form 3 Prospective Contractor’s Equal Employment Opportunity Certification Form 4 Familiarity with the County Lobbyist Ordinance Certification Form 5 Prospective Contractor’s List of Contracts Form 6 Prospective Contractor’s List of Terminated Contracts Form 7 Attestation of Willingness to Consider GAIN/GROW Participants Form 8 County of Los Angeles Contractor Employee Jury Service Program Certification and Application for Exception Form 9 Charitable Contributions Certification Form 10 Offer to Perform All Required Services and Acceptance of Master Contract Terms and Conditions Form 11 Prospective Contractor’s Involvement in Litigation and/or Contract Compliance Difficulties Form 12 Certification of Fiscal Compliance Form 13 Certification of Ownership and Financial Interest Form 14 Revenue Disclosures Form 15 Contractor’s Certification of Compliance with Child, Spousal, and Family Support Orders Form 16 Contractor’s Certification of Compliance with all Federal and State Employment Reporting Requirements</p>

	Form 17	Intentional left blank - Resource Family Parent Acknowledgment and Confidentiality Agreement (to be required after contract execution)
	Form 18	Contractor Acknowledgement and Confidentiality Agreement
	Form 18(B)	Intentional left blank - Contractor Employee Acknowledgement and Confidentiality Agreement (to be required after contract execution)
	Form 19	List of Names of Current Members of Board of Directors and Other Agencies (if applicable)
	Form 20	Service Delivery Sites
	Form 21	Contractor's Administration
	Form 22	Certification of Compliance with the County's Defaulted Property Tax Reduction Program
	Form 23	Confidentiality of Criminal Offender Record Information (CORI)
	Form 24	Contractor's Certification of Compliance with Background and Security Investigations
	Form 25	Intentionally Left Blank
	Form 26	Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions (45 C.F.R. Part 76)
	Form 27	Contractor's Compliance with Encryption Requirements
	Form 28	Zero Tolerance Human Trafficking Policy Certification
	Form 29	Information Security and Privacy Requirements
	Form 30	Compliance with Fair Chance Employment Hiring Practices Certification
	Form 31	Prospective Contractor Cyber Risk Assessment
	Form 32	List of References
	Form 33	Contribution and Agent Declaration Form

<p style="text-align: center;">43</p>	<p style="text-align: center;">FCPS RFSQ #25-0058/80/81 SOQ Email 3 of 5_Agency Name</p>	<p>Section C</p> <p>C1. Board of Directors Resolution – The resolution shall be prepared on the Prospective Contractor’s letterhead and sealed with the Corporate Seal (reference Appendix B-I, Sample Board of Directors Resolution).</p> <p>C2. A copy of the Prospective Contractor’s Internal Revenue Service (IRS) 501 (c)(3) Nonprofit Corporation Status Letter.</p> <p>C3. A copy of the Prospective Contractor’s State of California Franchise Tax Board nonprofit determination letter.</p> <p>C4. Certified copy of the current California Secretary of State Statement of Information for their non-profit organization.</p> <p>C5. The Prospective Contractor’s Aid to Families with Dependent Children-Foster Care (AFDC-FC)Rate Letter from the CDSS Foster Care Rates and Outcomes Bureau. If the Prospective Contractor’s name and/or address does not match the California Secretary of State Statement of Information, the Prospective Contractor must additionally provide a copy of the letter from the CDSS Foster Care Rates and Outcomes Bureau acknowledging the change in the Prospective Contractor’s name and/or address.</p> <p>C6. Copies of the CCLD license for each facility covered by this Contract.</p> <p>C7. A copy of the Prospective Contractor’s current budget.</p> <p>C8. <u>Submit with Email 4 of 5 and reference to Section 3.7.7 (Section C)</u></p> <p>C9. Copy of the Prospective Contractor’s current IRS Form 941 – Employer’s Quarterly Federal Tax Return and Employment Development Department Quarterly Contribution Return and Report of Wages - Form DE-9 filings (Transcripts).</p> <p>C10. Proof of insurability that meets all insurance requirements set forth in the Sample FCPS Master Contracts, Part I, Section 6.0, Insurance Coverage Requirements. If a</p>
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		<p>Prospective Contractor does not currently have the required coverage, a letter from a qualified insurance carrier indicating a willingness to provide the required coverage should the Prospective Contractor be selected to receive a Master Contract award may be submitted with the SOQ. (Prior to execution of a Master Contract, Prospective Contractor must be compliant with the Contract insurance requirements).</p> <p>C11. Prospective Contractor shall submit their current Plan of Operation and Program Statement for each program via DCFS Electronic Program Statement Submission System (ePSSS)website at: https://myapps.dcfs.lacounty.gov/epsss.html</p> <p>C12. Proof of National Accreditation, if available.</p> <p>C13. A copy of the Prospective Contractor’s Articles of Incorporation, and any and all amendments.</p> <p>C14. For FFA Program providing adoption services, a copy of the Contractor’s Adoption License or Memorandum of Understanding (MOU) for adoption services from another FFA with an Adoption License; please include a complete copy of the executed MOU.</p> <p>C15. For Prospective Contractor providing direct mental health services, a copy of the Prospective Contractor’s MHPA for each licensed facility.</p> <p>C16. For Prospective Contractor providing direct mental health services, a copy of the Prospective Contractor’s Medi-Cal Certification for each licensed facility.</p> <p>C17. For Prospective Contractor currently providing direct mental health services, a copy of the Prospective Contractor’s Legal Entity (LE) with DMH.</p> <p>C18. A copy of the CDSS approved Personnel Report – Form LIC 500.</p> <p>C19. <u>Submit with Email 4 of 5 and reference to Section 3.7.7 (Section C)</u></p>
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<p style="text-align: center;"><u>54</u></p>	<p style="text-align: center;">FCPS RFSQ #25-0058/80/81 SOQ Email 4 of 5_Agency Name</p>	<p style="text-align: center;">Section C</p> <p>C8. Copies of the Prospective Contractor’s most current (for a fiscal period not more than 18 months old at the time of submission) and prior two Fiscal Years of Audited Financial Statements and Single Audit Reports. Prospective Contractor’s that have not been required to undergo a Financial and Single Audit under the applicable laws and regulations may submit either Reviewed Financial Statements or Compiled Financial Statements that are in compliance with Statements on Standards for Accounting and Review Services (SSARS No. 21) along with a Provisional (or Permanent) Facility License issued by the CDSS CCLD.</p> <p>C19. Prospective Contractor that submitted less than three (3) most recent fiscal years of Audited Financial Statements and Single Audit Reports, must submit either Reviewed Financial Statements or Compiled Financial Statements that are in compliance with the Statements on Standards for Accounting and Review Services (SSARS No. 21) and must:</p> <ul style="list-style-type: none">○ agree to participate in the Enhanced Risk Based Technical Assistance and Fiscal and Technical Compliance Monitoring, not limited to:<ul style="list-style-type: none">▪ Ad-hoc meetings that may occur monthly or more often as needed,▪ Compliance performance monitoring beginning 120 days after the first County of Los Angeles placement or acceptance into Foster Care Placement Program or Treatment Services:
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		<ul style="list-style-type: none"> ▪ enhanced fiscal monitoring, ▪ technical assistance, ▪ training, ▪ demonstrate the ability to implement immediate corrective action to resolve deficiencies, and ▪ fiscal reports using the FC 32 form issued by the CDSS.
65	<p>FCPS RFSQ #25-0058/80/81 SOQ Email 5 of 5_Agency Name</p>	<p>Section D</p> <p>Last Page of SOQ (Reference Appendix B-II)</p>

The SOQ must be submitted via five (5) separate emails in the format described in Sub-sections 3.7 and 3.8. **Any SOQ that deviates from this format maybe rejected without review at the County’s sole discretion.**

The deadline for submission of the SOQ is 5:00 PM Pacific Standard Time, April 08 28, 2026. It is the sole responsibility of the submitting Prospective Contractor to ensure that its SOQ is received before the SOQ Submission End Period. Submitting Prospective Contractor shall bear all risks associated with delays in delivery by any person or entity, including but not limited to email. No hard or physical copies will be accepted. SOQs received after the SOQ Submission End Period will not be accepted nor reviewed.

Please refer to Sub-section 3.3, RFSQ Timetable, Paragraph 3.3.1 for information regarding subsequent submission periods.

5. RFSQ, Section 3.8, Plan of Operation and Program Statement Submission of the SOQ is amended as follows:

3.8.1 The complete Plan of Operation and Program Statement for each FFA, STRTP, and ISFC programs shall be submitted via DCFS e-PSSS website at: <https://myapps.dcfslacounty.gov/epsss.html> by no later than ~~March 26~~ **April 28**, 2026, Pacific Standard Time. No Plan of Operation and Program Statement will be accepted after this due date. Please read Appendix R, Electronic Program Statement Submission System (e-PSSS) Agency User Guide thoroughly to learn how to log-in and use e-PSSS. To ensure a timely submission, the Prospective Contractor must contact Sydney Tu at: tusb@dcfslacounty.gov to register the organization and user accounts ahead of time.

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

6. RFSQ, Section 4.4, Master Contract Award of the SOQ is amended as follows:

Prospective Contractor 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 award 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, satisfactory documentation that required insurance will be obtained, or successful completion of the responsiveness and responsibility review in accordance with the County's Fiscal Manual. Prospective Contractor must meet all the minimum qualifications and requirements by Thursday, **April 08 28, 2026**. No Master Contract shall be executed until the Prospective Contractor's Program Statement and Plan of Operation have been approved by the County, and the Contractor submits either a Provisional or Permanent Facility License issued by the California Department of Social Services Community Care Licensing Division and the Aid to Families with Dependent Children Foster Care (AFDC-FC) Rate Letter.

Only when all such matters have been demonstrated to the Department's satisfaction, a Prospective Contractor, which is otherwise deemed qualified, can 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 Contractor will be informed of the final selections. **The execution of a Contract does not guarantee Prospective Contractor placements of children, youth, and NMDs supervised by DCFS and/or Probation.**

7. The RFSQ, Appendix A, Required Forms of the SOQ are updated and replaced as attached to this Addendum One:

- 1) Organization Questionnaire/Affidavit
(Appendix A – Required Form version 1.2 03.24.26)
- 29) Information Security and Privacy requirements
(Appendix A – Required Forms version 1.2 03.24.26)

32) List of References

(Appendix A – Required Forms version 1.2 03.24.26)

33) Contribution and Agent Declaration Form

(Appendix A – Required Forms version 1.2 03.24.26)

Except as provided by addendum, all other terms and conditions of the RFSQ remain unchanged.

If you have any questions, please contact Jose Ramos, Assistant Manager, at FCPS@dcfs.lacounty.gov.

Sincerely,

Jina Song, Section Manager
Contracts Administration Division

JS:jr:gs

County of Los Angeles
Department of Children and Family Services
and Probation Department

**Foster Care Placement Services (FCPS)
Request for Statement of Qualifications
(RFSQ)**

**RESPONSES TO PROSPECTIVE
CONTRACTORS' QUESTIONS
RECEIVED AS OF MARCH 17, 2026**

MARCH 31, 2026

SOLICITATION

1. QUESTION: In the two sections states different dates: 3.3 The submission for the Plan of Operation and Program Statement is due no later than April 28, 2026, Section 3.8 states March 26, 2026, please clarify due date for Plan of Operations and Program? Also clarify if the plans to be submitted through the portal and with the email submission?

RESPONSE: The due date to submit Plan of Operation and Program Statement is April 28, 2026 at 5 PM Pacific Standard Time (PST). The Plan of Operation and Program Statement should be submitted via the e-PSSSS system at: <https://myapps.dcfslacounty.gov/epsss.html>.

2. QUESTION: Can you please confirm there are two separate deadlines for submission of documents within this RFSQ? In Section 3.7, on page 45 of the RFSQ, it states the deadline for submission of the SOQ is 5pm PST April 8, 2026, while the timetable in Section 3.3 (pg. 37 of RFSQ) states April 28, 2026, at 5pm PST. Please confirm the correct date for submission for all required application documentation. Also, on page 51 of the RFSQ in Section 3.8, Plan of Operation and Program Statement Submission, paragraph 3.8.1 states that the Plan of Operation and Program Statement needs to be submitted to the DCFS e-PSS website by March 26, 2026, and no documentation will be accepted after this due date. This conflicts with both dates above, can you please confirm the final submission deadlines for the SOQ, the Plan of Operation, and the Program Statement? Thank you.

RESPONSE: The due date to submit the Statement of Qualifications (SOQ) is April 28, 2026 at 5 PM Pacific Standard Time (PST).

The due date to submit Plan of Operation and Program Statement is April 28, 2026 at 5 PM Pacific Standard Time (PST). The Plan of Operation and Program Statement should be submitted via the e-PSSSS system at: <https://myapps.dcfslacounty.gov/epsss.html>.

3. QUESTION: By what date is the portal information and the emailed information due?

RESPONSE: The due date to submit the Statement of Qualifications (SOQ) is April 28, 2026 at 5 PM Pacific Standard Time (PST).

The due date to submit Plan of Operation and Program Statement is April 28, 2026 at 5 PM Pacific Standard Time (PST). The Plan of Operation and Program Statement should be submitted via the e-PSSSS system at: <https://myapps.dcfslacounty.gov/epsss.html>.

4. QUESTION: Is the Plan of Operation and Program Statements due on March 26, 2026 or April 28, 2026?

RESPONSE: The due date to submit Plan of Operation and Program Statement is April 28, 2026 at 5 PM Pacific Standard Time (PST). The Plan of Operation and Program Statement should be submitted via the e-PSSSS system at: <https://myapps.dcfslacounty.gov/epsss.html>.

5. QUESTION: Please clarify the submission deadlines for the Statement of Qualifications (SOQ) and the Plan of Operation/Program Statement. The RFSQ appears to list different due dates in multiple sections:

Page 51, Section 3.8: “The complete **Plan of Operation and Program Statement** for each FFA, STRTP, and ISFC programs shall be submitted via DCFS e-PSSSS website at: <https://myapps.dcfslacounty.gov/epsss.html> by no later than March 26, 2026, Pacific Standard Time.”

RESPONSE: The due date to submit the Statement of Qualifications (SOQ) is April 28, 2026 at 5 PM Pacific Standard Time (PST).

The due date to submit Plan of Operation and Program Statement is April 28, 2026 at 5 PM Pacific Standard Time (PST). The Plan of Operation and Program Statement should be submitted via the e-PSSSS system at: <https://myapps.dcfslacounty.gov/epsss.html>.

6. QUESTION: Page 45, Section 3.7: “The deadline for submission of the SOQ is 5:00 PM Pacific Standard Time, April 08, 2026.”

Page 37, Section 3.3 – RFSQ Timetable: Indicates that the SOQ is due April 28, 2026 at 5:00 PM.

Page 37, Section 3.3: “The submission for the **Plan of Operation and Program Statements** due no later than April 28, 2026, at 5:00 PM.”

Could the County please confirm the correct submission deadlines for the SOQ and for the Plan of Operation/Program Statement.

RESPONSE: The due date to submit the Statement of Qualifications (SOQ) is April 28, 2026 at 5 PM Pacific Standard Time (PST).

The due date to submit Plan of Operation and Program Statement is April 28, 2026 at 5 PM Pacific Standard Time (PST). The Plan of Operation and Program Statement should be submitted via the e-PSSSS system at: <https://myapps.dcfslacounty.gov/epsss.html>.

7. QUESTION: “The deadline for submission of the SOQ is 5:00 PM Pacific Standard Time, April 08, 2026. It is the sole responsibility of the submitting Prospective Contractor to ensure that its SOQ is received before the SOQ Submission End Period. Submitting

Prospective Contractor shall bear all risks associated with delays in delivery by any person or entity, including but not limited to email. No hard or physical copies will be accepted. SOQs received after the SOQ Submission End Period will not be accepted nor reviewed.” Please provide clarification on correct due date?

The RFSQ Timetable indicates SOQ Submission End Period is 4/28/26. However, in FCPS RFSQ document under section 3.7 page 45, it indicates different dates of April 08, 2026. Please confirm correct date.

Can you please confirm the deadline for submission? Page 37 of the RFSQ says 4/30/26 and page 45 says 4/8/26.

RESPONSE: The due date to submit the Statement of Qualifications (SOQ) is April 28, 2026 at 5 PM Pacific Standard Time (PST).

The due date to submit Plan of Operation and Program Statement is April 28, 2026 at 5 PM Pacific Standard Time (PST). The Plan of Operation and Program Statement should be submitted via the e-PSSSS system at: <https://myapps.dcfslacounty.gov/epsss.html>.

8. QUESTION: Can 1 application be submitted if you are applying for multiple programs? (i.e. FFA, STRTP, ISCF SEBN)

RESPONSE: Yes.

9. QUESTION: Will there be an extension granted to current contract as current contract expires 6/30/26 and new contract begins 7/1/27?

RESPONSE: Yes.

10. QUESTION(S): Curious why all of these contracts are going up for re-bid now? Is there a time period in which we can expect the next re-bid?

RESPONSE: This is a new solicitation due to the current contract term, which after all options will expire on 6/30/2026. There is no available information for re-bid at this time.

11. QUESTION(S): Does the last page of the SOQ require two signatures? As does many of the other forms? And by who would be recommended to provide signature?

Can the CFO of the organization sign on behalf of the agency or does the Board Treasurer need to sign if there are different people?

Will multiple signatures be needed, and will these be required on all forms? Do all signatories need to be approved by the board for signature.

RESPONSE: Yes, the two signers authorized by the agency's Board of Directors listed on the Board Resolution and Required Form 21 must sign SOQ documents. The two individuals may be on the level of CFO, CEO, Board Treasure, or other leadership position authorized by the agency's Board. Two signatures must be present on the forms and documents, where required.

12. QUESTION(S): Section 3.7, Preparation and Format of the SOQ asks for submission via six separate emails (pg.40 of RFSQ), while in Section 3.3, RFSQ Timetable, the Reminder section states that the submission of the Plan of Operation and Program Statement will be submitted via DCFS e-PSSS website (pg. 37 of RFSQ). Confirm different documents will be submitted via different submission methods.

RESPONSE: SOQ forms and documents must be submitted via FIVE emails to fcps@dcfs.lacounty.gov. Plan of Operation and Program Statement must be submitted via e-PSSS to <https://myapps.dcfslacounty.gov/epsss.html>.

13. QUESTION(S): On page 40 of the RFSQ, there are only five (5) emails listed but six (6) emails requested in the table below (pages 40-45 of RFSQ). The table contents and the list of emails in the summary on page 40, do not match. Can the team please confirm the correct information for this section (3.7, Preparation and Format of the SOQ). Underneath the table on page 45, there is also conflicting information stating the SOQ must be submitted via five separate files, but on page 40 states six and the table reflects six. Please confirm the correct details.

RESPONSE: The total of FIVE emails must be submitted. The correction of the conflicting dates will be addressed via the upcoming RFSQ Addendum, which will be posted on the County and DCFS websites.

14. QUESTION(S): Can the County please provide guidance regarding the requested formatting of the table of contents? (RFSQ Section 3.7 Preparation and Format of the SOQ, pg.40). Do you want a separate table of contents for each email submission or a master table of contents for all email submissions in email 1. Thank you.

RESPONSE: No separate table of contents needed for each email submission is required. One master table of contents for all email submissions in email 1 will suffice.

15. QUESTION(S): Should the financial documents requested in RFSQ, Section C on Email 5 in Section 3.7, Preparation and Format of SOQ, only be submitted in email 5 or also in email 4 under required documents C8. And C19. The "reference to section 3.7.7, Financial Documents (Section C)" in the RFSQ refers to the following financial documents, 3 years of audited financial statements, and single audit reports, within the last 18 months. Can you please confirm what is being asked for both sections and whether these financial documents should be submitted in both emails or just one, Email 5.

RESPONSE: Financial documents (Required Document C8) should be submitted only in Email 4. The correction of the number of emails will be addressed via the upcoming RFSQ Addendum, which will be posted on the County and DCFS websites.

16. QUESTION(S): For Form 29 (Information Security and Privacy Form) in Appendix A Required Forms (pg.44) the language is not completed at the end of the form, but we believe it picks up again on pgs. 51-54, although the security table and Form 30 were placed between the documents. Can you please advise or edit? Thank you.

RESPONSE: The formatting of Form 29 will be corrected. The complete Form 29 will be provided via the upcoming RFSQ Addendum, which will be posted on the County and DCFS websites.

17. QUESTION(S): It appears that the Information Security and Privacy section is incomplete. Could you please provide the full document so that we can review and complete our submission accurately?

RESPONSE: The formatting of Form 29 will be corrected. The complete Form 29 will be provided via the upcoming RFSQ Addendum, which will be posted on the County and DCFS websites.

18. QUESTION(S): In Appendix A Required Forms pgs. 34-35, on Form 21: Contractor's Administration, can you please clarify the difference between Contractors Administration individuals and Contractors Authorized Individuals? For instance, STRTP requires a state approved Administrator. Would we include this contact person on pg. 34 under Contractor's Administration?

RESPONSE: Contractors authorized contacts are those who can receive communication and authorized signers are those who are authorized by the non-profit agency to sign the contract related documents and bind the non-profit agency to contract with the County of Los Angeles.

19. QUESTION(S): On Page 2 of Appendix B, Required Documents, on line C16., our MHPA expires at the end of April. We are in the process of finalizing our CAP and will get our updated certificate soon, but not likely before we have to submit this. Is there any additional proof we need to send to show we will still have an active MHPA following our current certificate expiration?

RESPONSE: You will be able to provide the current MHPA certification during the SOQ review period, when requested.

20. QUESTION(S): Can the County please confirm what is meant by "Commitments" on Form 14 – Revenue Disclosures (pg.25 of Appendix A)? What is a commitment versus revenue disclosure? We are unsure if the County expects a list of all funding sources similar to Form 5- Prospective Contractor's List of Contracts (pg.16 of Appendix A) asking for a list of public contracts. Is that necessary to list twice?

RESPONSE: Commitments are expenses and debts owed. The County wants to know your financial position.

21. QUESTION(S): Can the County please verify what is meant by Form 15- Contractor's Certification of Compliance with Child, Spousal, and Family Support Orders (pg.26 of Appendix A

Required Forms)? Our HR team is wondering if this is relating to federal/state ordered wage garnishments?

RESPONSE: Form 15 only requires the proposer to certify that it has complied with all lawfully served wage assignments and notices of assignment stemming from child, spousal, and family support orders. Wage assignments stemming from child and family support proceedings may be distinguished from other types of involuntary wage garnishments unrelated to support proceedings. However, please note that the contract may include a provision requiring the selected contractor to follow all applicable laws.

22. QUESTION(S): Can the County please confirm the difference in certifications requested for corporate documents 17 and 18 (pg. 2 of Appendix B, Required Documents)? C17. For Prospective Contractor providing direct mental health services, a copy of the Prospective Contractor's Medi-Cal Certification for each licensed facility. And C18. For Prospective Contractor currently providing direct mental health services, a copy of the Prospective Contractor's LE with DMH.

RESPONSE: Once new STRTP Providers get their DCFS contract, they are required to work with DMH to receive a DMH contract to provide Specialty Mental Health Services (SMHS) in the STRTP. Once they receive their DMH contract, they are required to work with the Department to get each STRTP site certified to provide MediCal reimbursable mental health services. In addition, they are required to work with the state to get their Mental Health Program Approval (MHPA) for each site. They have 1 year from CCL STRTP Licensure to accomplish these tasks or request an extension from CCL.

23. QUESTION(S): "Vendor must provide X (department to determine the number of references as indicated in Section A.2) references (for certain types of solicitations, consider requesting references "for completed projects") where the same or similar scope of services was provided. Proposer may also provide three (3) alternate references in the event that a reference is nonresponsive. Please note that no more than (enter number) references must be provided." How many references are required?

Could you confirm the reference requirements and parameters? Can our references be point of contacts from DCFS? How will our references be contacted (e.g. email, phone call, etc.)?

RESPONSE: The correct Required Form 32, List of References, will be provided via the upcoming RFSQ Addendum, which will be posted on the County and DCFS websites.

24. QUESTION(S): Could you confirm that you are requesting the Audited Financial Statements included in both Required Documents, Section B, and Financial Documents, Section C?

RESPONSE: Financial documents (Required Document C8) are required in Section C, submitted via Email 4.

25. QUESTION(S): Section 1.4, Target Demographics, subsection 1.4.3, Target Demographics for STRTP states " The target demographics for the STRTP are children, youth, and NMDs, ages 12-20, expectant and parenting youth; younger children, ages 6-9; and youth who

identify as Lesbian, Gay, Bisexual, Transgender, Questioning, Queer, Intersex, Asexual, Two Spirit, and “+” to be inclusive of all sexual orientations and gender identities (LGBTQIA2S+), who require a structured program and closer supervision than is provided in a resource family home setting. - Are we required to serve expectant and parenting youth?

I see this section lists many different target demographics. Are all STFTP programs required to accept all clients and needs, or are individual programs specific to each of these, and bidders can select the client profile types that best meet their expertise? Ex. would all programs be required to accept, “teen parents and their children” as listed?

RESPONSE: Applicants are not required to serve all listed demographic populations. Rather, the populations described are intended to reflect the full range of youth who may be eligible for STRTP services. Applicants should identify and propose the specific target population(s) that align with their program design, staffing model, and areas of expertise. Programs are expected to clearly define the demographic group(s) they intend to serve and demonstrate their capacity to effectively meet the needs of those selected populations.

26. QUESTION(S): Given the discrepancy between the two sections, are all required forms, documents, letters, and statement required to be signed in blue ink or would an electronic signature be acceptable?

RESPONSE: Electronic signatures will be sufficient.

27. QUESTION(S): If a contractor were to be renewed as long as possible, would the next time to reapply be 2032? This is looking at the contract term section on p 19.

RESPONSE: Yes, or sooner. Like this solicitation, the County of Los Angeles Department of Children and Family Services will release a solicitation announcement for future solicitation response due dates.

28. QUESTION(S): In email 5, is there only supposed to be 1 page in the email and nothing else?

RESPONSE: Yes. Only Appendix B-II, Last Page of the SOQ is to be included in email 5.

29. QUESTION(S): Do not see anything about font size or anything specific listed for the transmittal letter. Is there a template suggested to be followed for this besides placing on letterhead? Is there a specific person or address this should be addressed to?

RESPONSE: You may use SOQ Appendix C as a Transmittal Letter sample and use your agency’s letterhead. There is no font requirement. If you chose to use Appendix C format for a Transmittal Letter, there is no person to be addressed to on the template. However, you may address letter to Jose Ramos, Contracts Assistant Manager.

30. QUESTION(S): When will the portal open? Will the team need to re-upload all the same documents if re-applying? Are there any new templates or major changes needed to be addressed if all current plan of operations and policies are current and approved?

RESPONSE: Assuming the referenced portal is the ePSSS system, it is scheduled to open on March 31, 2026. The following sections have been newly incorporated into the Program Statement and Plan of Operation (PO & PS) based on CDSS STRTP PO & PS (LIC 9106A (9/24)), released in September 2024. Applicants are responsible for ensuring that their submitted PO & PS includes all required sections as specified in the LIC 9106A (9/24).

PLAN OF OPERATIONS:

Section N: Trauma-informed and Evidence-based Interventions

PROGRAM STATEMENT:

Section 6: Licensed Nursing Staff

Section 12: Family and Sibling Participation

Section 19: Expectations and Consequences for NMDs

Section 21: Safeguards for Cash Resources, Personal Property, and Valuables

Section 22: Child(ren)'s Direct Input

31. QUESTION(S): As this is a master contract, will there be a part two to this later for any specific bid, or will the master contract be the only process we go through to renew our program?

RESPONSE: Please read the entire response. There may be subsequent submission periods but not part two for a Prospective Contractor that executed a Contract resulting from this RFSQ.

Please refer to Section 2.5, Master Contract Process. The objective of this RFSQ process is to identify and select qualified Prospective Contractor to be recommended as providers of Foster Care Placement Services.

2.5.1 Master Contracts will be executed with licensed and rated Prospective Contractor determined by the County to be Qualified, Responsive, and Responsible.

2.5.2 Upon execution of a Contract resulting from this RFSQ, the qualified licensed Prospective Contractor will become eligible to provide FFA and STRTP services as outlined in respective services' Unique Attachments and Exhibits such as the Statement of Work (SOW) of this RFSQ. The execution of a Contract does not guarantee Prospective Contractor placements of children, youth and NMDs supervised by DCFS or Probation.

Also, refer to Section 3.3.1, Subsequent Periods for SOQ submission and Review. After the initial contract start date, additional periods for submitting SOQs may be available. The County reserves the right, at its sole discretion, to adjust the schedule for subsequent periods of SOQ submission, based on the needs of the County and to cancel subsequent submission periods if no additional placement resources are needed.

Notification of the specifics regarding the deadline for submission, submission of recommendations for contracts to the County's Board, and anticipated contract start

dates with regard to the subsequent submission periods shall be posted as an addendum to the RFSQ on DCFS' Website at: <http://contracts.dcms.lacounty.gov/>.

32. QUESTION(S): Our agency holds an ISFC rate letter. We have provided these services in the past but not in the past 5 years. We do not have a principle, partner or officers that has direct experience with ISFC but have many principles that have STRTP experience. Would this qualify.

RESPONSE: The Prospective Contractor attempting to qualify for ISFC Programs must have a current FFA license for at least 3 years and experience providing contracted placement services in Los Angeles or adjacent counties within the last five (5) years.

33. QUESTION(S): Is the Prospective Contractor on "Do Not Use" or a "Hold" with an adverse status with Los Angeles County or any other county, State, or out-of-state government agency? If we are NOT on a "Do Not Use" or a "Hold", are we answering "Yes" we meet the minimum qualification as we are not on a do not use. Or are we answering "NO" we are not on a Do Not Use.

RESPONSE: The question is asking if the Prospective Contractor is on a "Do Not Use" or a "Hold" with an adverse status with Los Angeles County or any other county, State, or out-of-state government agency. If your agency is not on a Do Not Use or Hold status, you would mark "No".

34. QUESTION(S): Please list the name and facility license number of any and all Facilities licensed by the CA CDSS CCLD that the prospective Contractor's Principal Employees (and all Managers) and all Consultants have worked at, or been associated, or volunteered, or worked as a consultant or Independent Contractor or Vendor for the past 7 years.-SO1C3. -We currently have 3 licensed sites. Is this for Executive employees or Administrators who worked in one of our site other than their current work site? -Is it 501C3?

RESPONSE: This question is not limited to only Executive employees or Administrators. The information requested is more expansive, including Principal Employees (and all Managers) and all Consultants have worked at, or been associated, or volunteered, or worked as a consultant or Independent Contractor or Vendor for the past 7 years.

35. QUESTION(S): Do we have to answer number 1 if we don't have CBE participation.

RESPONSE: Yes, this form should be completed for statistical purposes. Incomplete forms will not be accepted.

36. QUESTION(S): Our C13 (Articles of Incorporation) document is 39 pages. Its a big file to attached with all Section C required documents. Can we attach it separately if the file is too big for Email 3 of 5?

RESPONSE: Each email should contain only one (1) PDF file. Please combine all documents into 1 PDF. We recommend you research Adobe Acrobat features to 1) Combine files and afterwards 2) Save as other > Reduce size PDF if you are not aware of this.

37. QUESTION(S): This does not apply to our agency as we are NOT submitting less than three (3) most recent fiscal years of Audited Financial Statement and Single Audit Reports. Please confirm that selecting “No” to all listed in this section will be interpreted as “Not Applicable”. We want to ensure our response is accurately reflected, given that the form requires a choice of either Yes or No.

RESPONSE: It is confirmed that if you submit the required documents, for example three (3) recent fiscal years of Audited Financial Statement and Single Audit Reports and mark “No”, it will be interpreted as “Not Applicable”. On the contrary, if three (3) recent fiscal years of Audited Financial Statement and Single Audit Reports are not submitted and mark “No,” that will be interpreted as not complying with the requirement(s).

38. QUESTION(S): 1) Please clarify the scope of disclosure expected? For example, should this include all litigation regardless of outcome or relevance to services provided, or only those matters that are material and/or related to program operations, contracts, or service delivery? 2) How far back should the disclosure should go. This is not our first contract with DCFS, and we want to ensure our responses align with the expected reporting period.

1) Please clarify what qualifies as an “unfavorable ruling.” For instance, would this include corrective action plans, audit findings, or notices of deficiency that were subsequently resolved, or only formal determinations with sustained findings? Or Corruption, malfeasance, bribery, theft, and coercion. 2) Please confirm how far back the disclosure should go. This is not our first contract with DCFS, and we want to ensure our responses align with the expected reporting period.

RESPONSE: Please refer to Form 11 and read each question carefully to find the answer to your questions. If there is no reference to the time limit, please provide any litigation your agency has been involved in. Please use a separate sheet of paper to detail any question answered “yes”. Please label each page with a question that was answered with a “yes”. You may submit additional pages, as necessary.

End of document