



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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October 4, 2024

Dear Prospective Proposers and Interested Parties:

ADDENUM NUMBER ONE TO THE RECRUITMENT, RETENTION, AND SUPPORT SERVICES FOR PROSPECTIVE AND AFFIRMING LGBTQIA2S+ RESOURCE PARENTS REQUEST FOR PROPOSALS NUMBER 24-04-024

Addendum Number One is issued by the County of Los Angeles, Department of Children and Family Services to all holders of the Recruitment, Retention, and Support Services (RRSS) for Prospective and Affirming LGBTQIA2S+ Resource Parents Request for Proposals (RFP) Number 24-04-024, released on September 30, 2024. Changes only apply to reference sections and/or subsections that are amended or deleted; all other sections remain in full affect.

A proposer's failure to address the requirements of this Addendum Number One 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 One include both deletions and additions. Deletions are indicated by strike-outs (~~strike-outs~~) and additions are underlined (underlined).

For any additional concerns please contact Contract Analyst, Elvia Malvido, at RRSServices@dcsf.lacounty.gov.

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

1. Request for Proposals, Pages 25 through 27, Subsection 8.5.4, Proposer's Approach to Providing Required Services, Section C, is amended to read as follows:

**8.5.4 Proposer's Approach to Providing Required Services (Section C)
(45% - 4,500 Maximum Points)**

Proposer will be evaluated on its description of the methodology to be used to meet the County's requirements based on information provided in this paragraph.

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Proposer must present a description of the methodology the Proposer will use to meet contract work requirements. Describe in detail how the services will be performed to meet the requirements outlined in Exhibit A (SOW and Attachments).

Proposers responding to this RFP must address all of the outlined required elements and include the following:

- 8.5.4.1** Proposer must describe how they will develop a recruitment campaign for LGBTQIA2S+ and LGBTQIA2S+ affirming communities to illicit interest in becoming a resource parent within 30-days of the contract start date, including strategies as indicated in the SOW, Section 11.2, subsections 11.2.1 through 11.2.2.
- 8.5.4.2** Proposer must describe how they will manage and cultivate recruitment and retention services as indicated in the SOW, Section 11.2, subsections 11.2.3 through 11.2.3.2.
- 8.5.4.3** Proposer must describe how the Proposer will obtain the County Manager's approval of the Recruitment campaign prior to implementation as indicated in the SOW Section 11.2, subsection 11.2.4.
- 8.5.4.4** Proposer must describe how they will develop a calendar of proposed recruitment events scheduled on varied days of the week, time, and locations within 30 days of the contract start date as indicated in the SOW 11.2, subsections 11.2.5 and 11.2.6.
- 8.5.4.5** Proposer must describe how they will facilitate the first recruitment event within 60 days of the contract start date as indicated in the SOW, Section 11.2, subsection 11.2.7.
- 8.5.4.6** Proposer must describe how they will manage the creation and production of inclusive recruitment campaign materials, specifically targeting LGBTQIA2S+ and LGBTQIA2S+ Affirming resource parents, including but not limited to flyers, banners, postcards, informational pamphlets, social media content, newsletters, and webpages as indicated in the SOW, Section 11.2, subsection 11.2.8.

- 8.5.4.7** Proposer must describe how they will advertise recruitment services for LGBTQIA2S+ and LGBTQIA2S+ for distribution at the Contractor's office location and recruitment events and obtain approval of all recruitment and advertisement from the CPM prior to utilization as indicated in the SOW, Section 11.2, subsections 11.2.9 and 11.2.10.
- 8.5.4.8** Proposer must describe how they will collaborate with stakeholders and young people with lived experience to embed key information about the needs of LGBTQIA2S+ youth in foster care into virtual and in-person informational sessions as indicated in the SOW, Section 11.2, subsection 11.2.11.
- 8.5.4.9** Proposer must describe how they will promote LGBTQIA2S+ and LGBTQIA2S+ Affirming Recruitment program awareness through public service announcements in print or broadcast media, social media outlets, and/or other publicity campaigns as indicated in the SOW, Section 11.2, subsection 11.2.12.
- 8.5.4.10** Proposer must describe how they will conduct informational sessions as indicated in the SOW, Section 11.2., subsections 11.2.13 and 11.2.14.
- 8.5.4.121** Proposer must describe how they will conduct In-Person recruitment events as indicated in the SOW, Section 11.2, subsections 11.2.15 through 11.2.22.
- 8.5.4.132** Proposer must describe how they will follow-up with families that have attended an Information Session or recruitment event as indicated the SOW, Section 11.2, subsections 11.2.23 through 11.2.25.
- ~~**8.5.4.14** Proposer must describe how they will ensure that there are sufficient Recruitment and Retention events, including support services, in all Los Angeles County SPAs and ensure that recruitment events take place in all assigned SPAs at least once every six (6) months as indicated in the SOW Section 11.2, subsection 11.2.26.~~
- 8.5.4.153** Proposer must describe how they will provide outreach services to the LGBTQIA2S+ and LGBTQIA2S+ ally

community regarding recruitment of potential resource families as indicated in the SOW, Section 11.2, subsection 11.2.27.

- 8.5.4.164** Proposer must describe how they will develop an implementation plan for retention of prospective and approved LGBTQIA2S+ and LGBTQIA2S+ affirming resource parents as indicated in the SOW, Section 11.3, subsection 11.3.1.
- 8.5.4.175** Proposer must describe how often and via what method they will contact approved LGBTQIA2S+ and LGBTQIA2S+ affirming resource parents monthly to offer support as indicated in the SOW, Section 11.3, subsection 11.3.2.
- 8.5.4.186** Proposer must describe how they will offer support groups to prospective and approved LGBTQIA2S+ affirming resource parent(s) as indicated in the SOW, Section 11.2, subsections 11.3.3 through 11.3.5.
- 8.5.4.197** Proposer must describe how they will facilitate In-Person family focused events or activities as indicated in the SOW, Section 11.3, subsections 11.3.6 and 11.3.7.
- 8.5.4.2018** Proposer must describe how they will develop a data reporting system/s to measure the success of recruitment and retention efforts as indicated in the SOW, Sections 11.4 and 11.5.
- 8.5.4.2419** Proposer must provide a plan for ensuring the timely submission of all necessary reports as indicated in the SOW, Section 12.0, subsections 12.1 through 12.4.