



**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

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October 20, 2011

Dear Prospective Contractors:

**ADDENDUM NUMBER ONE TO REQUEST FOR PROPOSALS FOR
YOUTH DEVELOPMENT SERVICES PROGRAM, CMS # 11-016**

Addendum Number One is issued by the County of Los Angeles Department of Children and Family Services (DCFS) to all Prospective Contractors interested in the Youth Development Services (YDS) Request for Proposals (RFP) released on September 30, 2011. Addendum Number One amends sections of the RFP as provided below.

The RFP is available for review and download on the DCFS website, www.lacdcfs.org/contracts/index.html and on the Los Angeles County website at <http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>. Copies are also available for pick-up at DCFS Headquarters, 425 Shatto Place, Room 400, Los Angeles, California, 90020.

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

The following changes/additions are being made to the RFP:

1. RFP, Part A, Section 10.0 PROPOSERS' CONFERENCE – QUESTIONS AND ANSWERS, Paragraph 10.2.1 is added to conduct a second MANDATORY Proposers' Conference for those who were unable to attend the October 11, 2011 conference and to read as follows:

10.2.1 A second Proposers' Conference is being held on:

Date: November 7, 2011
Time: 10:00 AM
Location: DCFS Headquarters
425 Shatto Place, 5th Floor Conference Room
Los Angeles, CA 90020

2. RFP, Part A, Section 10.0 PROPOSERS' CONFERENCE – QUESTIONS AND ANSWERS, Paragraph 10.4 is amended to include the FAX number, telephone number and email address and to read as follows:

- 10.4 When submitting questions, please specify the RFP part and section number, paragraph number, page number, and quote the passage that prompted the question. This will ensure that the question can be quickly found in the RFP. County reserves the right to group similar questions when providing answers.

Questions should be addressed to:

Margaret Wong, Contract Analyst
Department of Children and Family Services
Contracts Administration
425 Shatto Place, Room 400
Los Angeles, California 90020
Telephone: (213) 351-5543
FAX: (213) 637-2554
Email: wongmf@dcfs.lacounty.gov

3. RFP, Part A, Section 9.0 RFP TIMETABLE, is amended to incorporate a second Proposers' Conference and adjust deadlines. It reads as follows:

9.0 RFP TIMETABLE

The following timetable represents the County's best estimate of the schedule that shall be followed in this contract solicitation process. County reserves the right, at its sole discretion, to adjust this schedule, as it deems necessary. Notification of any adjustment to the timeline shall be provided to all Proposers by posting on DCFS website (www.lacdcfs.org).

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| ➤ Release RFP | September 30, 2011 |
| ➤ Mandatory Proposers' Conference | October 11, 2011 |
| ➤ 2 nd Mandatory Proposers' Conference | November 7, 2011 |
| ➤ (Extended) Deadline to Submit Request for Solicitation Review | October 14, 2011
November 10, 2011 |
| ➤ Questions and Answers Released | October 20, 2011
November 17, 2011 |
| ➤ Submission of Application for Exemption to Living Wage | November 4, 2011
December 2, 2011 |
| ➤ Deadline for Proposal Submission | November 15, 2011, 5:00 P.M.
December 13, 2011, 5:00 P.M. |
| ➤ Anticipated Contract Start Date | July 1, 2012 |

4. RFP, Part B, Section 1.0 CONTACT WITH COUNTY PERSONNEL, Paragraph 1.1 is amended to read as follows:

1.1 Unless otherwise instructed in this RFP, any contact regarding or related to this RFP must be in writing and may be mailed, e-mailed or faxed as follows:

Margaret Wong, Contract Analyst ~~Armand Montiel, Contracts Manager~~
Contracts Administration
Department of Children and Family Services
425 Shatto Place, Room 400
Los Angeles, California 90020

Email: wongmf@dcfs.lacounty.gov ~~montia@dcfs.lacounty.gov~~
FAX #: (213) 637-2554

5. RFP, Part F, Section 1.0 COUNTY PROTEST POLICY REVIEW, Paragraph 1.3 is amended to read as follows:

1.3 All Requests for Review should be submitted to:

Margaret Wong, Contract Analyst ~~Armand Montiel, Contracts Manager~~
Department of Children and Family Services
Contracts Administration
425 Shatto Place, Room 400
Los Angeles, California 90020

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

Sincerely,



Armand Montiel, Assistant Division Chief
Contracts Administration Division

AM:DLM:RD:mw