



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

PHILIP L. BROWNING
Director

FESIA A. DAVENPORT
Chief Deputy Director

Board of Supervisors

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Second District

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Fifth District

February 12, 2014

Dear Prospective Contractors and Interested Parties:

**ADDENDUM NUMBER EIGHT TO REQUEST FOR STATEMENT OF QUALIFICATIONS
NUMBER CMS 12 055 WRAPAROUND APPROACH SERVICES**

Addendum Number Eight is issued by the County of Los Angeles Department of Children and Family Services (DCFS), Department of Mental Health (DMH), and the Probation Department (Probation) to all holders of the Wraparound Approach Services Request for Statement of Qualifications (RFSQ) Number CMS 12 055.

Addendum Number Eight publishes the Questions and Answers (Q&A) to questions submitted the day of the third Prospective Contractor's Conference held on January 14, 2014, and amends sections of the RFSQ as provided below. **Changes only apply to referenced sections and/or subsections that are amended or deleted, all other sections remain in full effect.**

A prospective contractor's failure to incorporate the requirements of this Addendum Number Eight may result in their Statement of Qualifications not being considered, as determined at the sole discretion of the County.

Changes to wording in RFSQ sections in this Addendum Number Eight include both deletions and additions. **Deletions** are indicated by strike-outs (~~strike-outs~~) and **additions** are underlined (underlined).

The following changes, in the order they appear in the RFSQ, are being made to the RFSQ:

I. RFSQ, PART A – OVERVIEW, Section 5.0, RFSQ TIMETABLE, Sub-section 5.1 is amended to read as follows:

5.1 Initial Period for RFSQ Release and SOQ Submission:

- Release of RFSQ: September 20, 2013.
- Questions due: September 27, 2013, 5:00 PM.
- Proposers Conference: October 1, 2013.
- Second Proposers Conference to discuss Medi-Cal billing: October 22, 2013, 10:00 AM – 12:00 PM at Patriotic Hall 1816 S. Figueroa Street, Los Angeles, CA 90015.

- Third Proposers Conference to discuss the Wraparound Case Rate one year supplement for transitional training and coaching: January 14, 2014, 9:00 AM – 11:00 AM at Patriotic Hall 1816 S. Figueroa Street, Los Angeles, CA 90015.
- Submission Deadline for Request for Solicitation Requirements Review: October 4, 2013; 5:00 PM.
- Questions and Answers to First and Second Proposers Conference and Response to Solicitation Requirements Review Released: on or about November 8, 2013.
- Questions and Answers to the Third Proposers Conference Released: on or about January 27, 2014.
- Submission Period Begins: February 27, 2014.
- Deadline for SOQ Submission: **March 28, 2014; 5:00 PM.** ~~March 14, 2014; 5:00 PM.~~
- Anticipated Contract Start Date: on or about May 1, 2015. November 1, 2014.

II. RFSQ, PART A – OVERVIEW, Section 10.0, PAYMENT STRUCTURE, Sub-section 10.1 is amended to read as follows:

10.1 Payment Schedule

10.1.1 Payment for the first year

The first year of the new redesign Wraparound Approach Services Program Model will be called the Transition Year. Payment to the Wraparound Approach Services contractors for the transition year will be as follows:

The Wraparound Program Transition year payment/case rate is \$2,100 for youth eligible to receive services billed to the Medi-Cal billed Program component of Medicaid (as stated in this RFSQ, Part G, Sample Master Contract, Part I, Section 3.0, Contract Sum). This payment/case rate will not be adjusted for inpatient hospitalization or for a juvenile delinquency commitment. ~~However, Wraparound services may be suspended by the Interagency Screening Committee (ISC) if the inpatient hospitalization or juvenile commitment lasts for a period of thirty (30) days or more.~~

10.1.1.1 The consideration for this transition year payment/case rate is the Contractor's internal coaching and training to be completed during this transition year to finalize Contractor's Wraparound Approach Services Program.

10.1.1.2 This transition year payment/case rate will be effective May 1, 2015 through April 30, 2016.

10.1.2 Effective May 1, 2016, (the second year) the Wraparound Payment/Case Rate will be reduced to \$1,680 for youth eligible to receive services billed to the Medi-Cal Program component of Medicaid (as stated in this RFSQ, Part G, Sample Master Contract, Part I, Section 3.0, Contract Sum). This payment/case rate will not be adjusted for inpatient hospitalization or for a

juvenile delinquency commitment. ~~However, Wraparound services may be suspended by the Interagency Screening Committee (ISC) if the inpatient hospitalization or juvenile commitment lasts for a period of thirty (30) days or more.~~

III. RFSQ, PART A - OVERVIEW, Section 11.0 TERMS AND CONDITIONS , Sub-section 11.3 is amended to read as follows:

11.3 All selected Wraparound Approach Services Contractors agree to the payment schedule, specifically the transition year Wraparound Approach Services payment/case rate will be \$2,100 per youth eligible to receive services billed to Medi-Cal, for the Contractors internal training and coaching to finalize their Wraparound Approach Services delivery model. The second year Wraparound Approach Services payment/case rate will be reduced to \$1,680 per youth eligible to receive services billed to Medi-Cal and all Contractors will fund any further or additional internal coaching and training required to maintain their Wraparound Approach Services Program delivery service model.

11.3.1 The Wraparound Approach Services payment/case rate will remain at \$1680 per youth eligible to receive services billed to Medi-Cal for each subsequent contract year. This payment/case rate will not be adjusted for inpatient hospitalization or for a juvenile delinquency commitment. ~~However, Wraparound services may be suspended by the Interagency Screening Committee (ISC) if the inpatient hospitalization or juvenile commitment lasts for a period of thirty (30) days or more.~~

IV. RFSQ, PART C – INSTRUCTIONS TO PROSPECTIVE CONTRACTORS, Sub-section 2.5.1.27 is amended to read as follows:

2.5.1.27 Involvement in Litigation and/or Contract Compliance Difficulties (Form 14)

Prospective Contractor must include details of any failure or refusal to complete a contract and identify by name, case, and court jurisdiction any pending litigation in which Prospective Contractor is involved, or judgments against Prospective Contractor within the past **seven years**. ~~five years~~. Provide a statement describing the size and scope of any pending or threatening litigation against the Prospective Contractor or its principals. If none, include a Statement to that effect.

V. RFSQ, PART C – INSTRUCTIONS TO PROSPECTIVE CONTRACTORS, Sub-section 2.2.1 is amended to read as follows:

2.2.1 **The closing date and time for SOQ submission is Friday, March 28, 2014 at 5:00 PM**. ~~Tuesday, January 7, 2014 at 5:00PM~~. It is the sole responsibility of the Prospective Contractor to see that its SOQ is received before the submission deadline. Prospective Contractor shall bear all risks associated with delays in the U.S. Mail or other courier service. Any SOQs received after

the scheduled closing time for receipt of SOQs ~~may~~ will be returned to the sender unopened. ~~at the County's sole discretion.~~

VI. RFSQ, PART C – INSTRUCTIONS TO PROSPECTIVE CONTRACTORS, Sub-section 2.5.2.1.4 is amended to read as follows:

2.5.2.1.4 Prospective Contractor's acknowledgement of the Wraparound Approach Services Payment Schedule. Prospective Contractors that are tentatively selected acknowledge and agree to the Payment Schedule as follows:

All selected Wraparound Approach Services Contractors agree to the payment schedule, specifically the transition year Wraparound Approach Services payment/case rate will be \$2,100 per youth eligible to receive services billed to Medi-Cal, for the Contractors internal training and coaching to finalize their Wraparound Approach Services delivery model. The second year Wraparound Approach Services payment/case rate will be reduced to \$1,680 per youth eligible to receive services billed to Medi-Cal and all Contractors will fund any further or additional internal coaching and training required to maintain their Wraparound Approach Services Program delivery service model. The Wraparound Approach Services payment/case rate will remain at \$1,680 per youth eligible to receive services billed to Medi-Cal for each subsequent contract year. This payment/case rate will not be adjusted for inpatient hospitalization or for a juvenile delinquency commitment. ~~However, Wraparound services may be suspended by the Interagency Screening Committee (ISC) if the inpatient hospitalization or juvenile commitment lasts for a period of thirty (30) days or more.~~

VII. RFSQ, PART G - WRAPAROUND APPROACH SERVICES SAMPLE MASTER CONTRACT, PART I: UNIQUE TERMS AND CONDITIONS, Section 3.0, Sub-section 3.2 is amended to read as follows:

3.2 Medi-Cal Eligible Children/Youth Payment/Case Rate for the First Year.

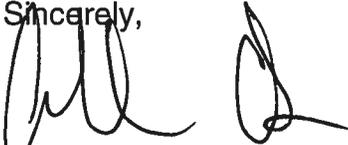
3.2.1 All selected Wraparound Approach Services Contractors agree to the Payment Schedule and Acknowledgement Exhibit B-5. The transition (first) year Wraparound Approach Services payment/case rate will be \$2,100 per youth eligible to receive services billed to Medi-Cal, for the Contractors internal training and coaching to finalize their Wraparound Approach Services delivery model. The second year Wraparound Approach Services payment/case rate will be reduced to \$1,680 per youth eligible to receive services billed to Medi-Cal and all Contractors will fund any further or additional internal coaching and training required to maintain their Wraparound Approach Services Program delivery service model.

3.2.2 The Wraparound Approach Services Payment/Case Rate will remain at \$1,680 per youth eligible to receive services billed to Medi-Cal for each

subsequent contract year. This payment/case rate will not be adjusted for inpatient hospitalization or for a juvenile delinquency commitment. ~~However, Wraparound services may be suspended by the Interagency Screening Committee (ISC) if the inpatient hospitalization or juvenile commitment lasts for a period of thirty (30) days or more.~~

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Eddie Ota', with a stylized flourish at the end.

Eddie Ota, Section Manager
Contracts Administration Division

EO:DLF:jar

COUNTY OF LOS ANGELES
DEPARTMENT OF CHILDREN AND FAMILY SERVICES (DCFS)

WRAPAROUND APPROACH SERVICES
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ) # CMS 12-055

**RESPONSES TO QUESTIONS FROM
PROSPECTIVE CONTRACTORS
(Third Proposer's Conference)**



Prospective Contractors Conference on:
January 14, 2014

WRAPAROUND APPROACH SERVICES

**RESPONSES TO QUESTIONS FROM PROSPECTIVE CONTRACTORS
(Third Proposer’s Conference)**

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County of Los Angeles – Department of Children and Family Services
WRAPAROUND APPROACH SERVICES (RFSQ# CMS 12-055)
QUESTIONS AND RESPONSES
(Third Proposer's Conference)

GENERAL QUESTIONS

1.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: <u>N/A THIS IS A GENERAL QUESTION.</u></p> <p>a) How will clients be assigned to the tentative selective providers? b) Do you anticipate an increase to the 3,000 slots?</p> <hr/> <p><u>RESPONSE:</u></p> <p>a) Please refer to RFSQ, Part H - Statement of Work, Section 1.0 Definitions, Sub-section 1.1.33; Section 3.0 Service Delivery Site(s)/Administrative Tasks, Sub-section 3.5; and Section 5.0 Safety, Sub-section 5.1. b) Not at this time.</p>
2.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: <u>N/A THIS IS A GENERAL QUESTION.</u></p> <p>a) What plan does DCFS and DMH have to support and coach Wrap Providers during the Transitional Year of the new contract to ensure that agencies maximize their EPSDT billable services? b) Will DMH/DCFS stand beside Wrap Providers during a state DMH audit?</p> <hr/> <p><u>RESPONSE:</u></p> <p>a) None. Please refer to Addendum Seven, Item III, Sub-sections 10.1, 10.1.1, and 10.1.1.1 b) This question does not reference or refer to any part or portion of RFSQ Number 12-055 for Wraparound Approach Services and will not be answered in the solicitation Questions and Answers.</p>

3.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: <u>N/A THIS IS A GENERAL QUESTION.</u></p> <ul style="list-style-type: none"> a) Can a for-profit organization file an RFSQ and gain a contract for Wraparound Services with DCFS? b) If our agency is awarded slots for Wraparound, will DMH increase our EPSDT dollars for these youth? c) Are we expected to use existing EPSDT dollars for them?
	<p><u>RESPONSE:</u></p> <ul style="list-style-type: none"> a) Please refer to Addendum Five, Q & A, Question #137 b) For existing Wraparound providers, DHM is working on an allocation for the current wraparound slots for the transition year. In regards to the use of existing EPSDT funding, DMH is working on a plan for contracting the current Wraparound slots for the 8 months of the transition year (July-February). DMH anticipates that when the new slots are awarded a new allocation may be provided based on the tentative award recommendation. c) Please see the response above.

4.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: <u>N/A THIS IS A GENERAL QUESTION.</u></p> <ul style="list-style-type: none"> a) At today's meeting it was mentioned that the client to staff ratio is 1:10. I previously understood that there was some latitude in this and could consider a 1:12 client to staff ratio. Is this still the case?
	<p><u>RESPONSE:</u></p> <ul style="list-style-type: none"> a) Please refer to Addendum Four, Items XXII and XXIII and RFSQ, Part H - Statement of Work, Section 2.0 Staffing, Sub-section 2.1.6.9.

5.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: <u>N/A THIS IS A GENERAL QUESTION.</u></p> <ul style="list-style-type: none"> a) In the budget, would Wraparound clients currently being billed under AAP need to be identified separately in the budget, (i.e. Medi-Cal Eligible revenue and expenses; Non Medi-Cal Eligible revenue and expenses; AAP revenue and expenses)? b) Additionally, if we expand our current program and add another team
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	<p>in our RFSQ (we presently have four Wraparound teams), would our DMH contract EPSDT dollars adjust and increase in proportion to our needs (\$2,520 x 10 x 5 teams)?</p>
	<p><u>RESPONSE:</u></p> <p>a) Yes b) For existing Wraparound providers, DHM is working on an allocation for the current wraparound slots for the transition year. In regards to the use of existing EPSDT funding, DMH is working on a plan for contracting the current Wraparound slots for the 8 months of the transition year (July-February). DMH anticipates that when the new slots are awarded a new allocation may be provided based on the tentative award recommendation.</p>

<p>6.</p>	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: <u>N/A THIS IS A GENERAL QUESTION.</u></p> <p>a) It is possible to revise the “Submission Packet” document so that it reflects the documents required based on subsequent addendums?</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to Addendum Seven</p>

<p>7.</p>	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: “Payment for all subsequent contract years”</p> <p>a) Why is no provision made for Cost of Living through 2020?</p>
	<p><u>RESPONSE:</u></p> <p>a) The Wrap redesign team did not include a recommendation or request for the addition of any COLA in this new solicitation. There is no language that precludes the County from determining it needs to change its Wrap Case Rate structure in the future.</p>

<p>8.</p>	<p>Addendum 4, Item # X, Page 4</p> <p>Language that prompted the question: RFSQ, PART G – SAMPLE MASTER CONTRACT, TABLE OF CONTENTS, has been amended to add Exhibit B-4 Semi-Annual Expenditure Report.</p>
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	<p>a) Where is Exhibit B-4? b) Will it be provided?</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to RFSQ, Part I - Exhibits to Sample Contract b) Please refer to RFSQ, Part I - Exhibits to Sample Contract</p>

<p>9.</p>	<p>Addendum 4, Q & A, Question # 27</p> <p>Language that prompted the question: <u>N/A THIS IS A GENERAL QUESTION.</u></p> <p>a) The response to Addendum 4, Q & A, Question # 27 references questions a-d but only question a is included in # 27. Can you provide the questions as well?</p>
	<p><u>RESPONSE:</u></p> <p>a) Question #27 was very lengthy; therefore, the response was broken up into four parts. Responses (a-c) identify the RFSQ sections which provide information on how to complete the SOQ submittal packet and response (d) provides a response to the question in the last sentence.</p>

<p>10.</p>	<p>Addendum 7, Item # VI, Page # 4</p> <p>Language that prompted the question: All selected Wrap Approach Services contractors agree to the payment schedule Transitional period.</p> <p>a) Is there an allotted amount for training and coaching?</p>
	<p><u>RESPONSE:</u></p> <p>a) This is not a cost reimbursement contract. To facilitate proposed increased costs for prospective Wraparound contractors, the first year of the new program contract design provides \$420 per Wraparound enrolled child/youth per month (the difference between the first year case rate and the second and subsequent year case rate) for use by the tentatively selected proposed contractors for training and coaching.</p>

<p>11.</p>	<p>Addendum 7, Item # VIII, Page # 5</p> <p>Language that prompted the question: RFSQ, Part D - Statement of Qualifications Submission Packet is amended in part to add Exhibit B-5 as follows:</p>
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	<ul style="list-style-type: none"> a) Where is Exhibit B-3 Sample Invoice? b) Will it be provided?
	<p><u>RESPONSE:</u></p> <ul style="list-style-type: none"> a) Please refer to RFSQ, Part I - Exhibits to Sample Contract b) Please refer to RFSQ, Part I - Exhibits to Sample Contract

PART A – OVERVIEW (MINIMUM QUALIFICATIONS, PART A, SECTION 7.0)

<p>12.</p>	<p>PART A, Section # 7.0, Paragraph # 7.1.2, Page # 10</p> <p>Language that prompted the question: Prospective Contractor must submit a copy of it organizations Medi-Cal Certification letter issued by the State of California, Department of Health Care Services.</p> <ul style="list-style-type: none"> a) In the Power Point presentation from the 1/14/14 meeting the State letter is no longer listed as a minimum requirement – only the County Certification letter is listed. Are applicants still required to submit a Medi-Cal Certification letter from the State? b) If so, can you please provide a name at the State level for agencies to contract regarding this letter? c) Is the County Certification letter different from the Medi-Cal certification letter issued by the State of California?
	<p><u>RESPONSE:</u></p> <ul style="list-style-type: none"> a) Please refer to Addendum Five, Item V b) This question does not reference or refer to any part or portion of RFSQ Number 12-055 for Wraparound Approach Services and will not be answered in the solicitation Questions and Answers. c) Please refer to Addendum Five, Item V

PART B – RFSQ GENERAL INFORMATION

NONE

PART C – INSTRUCTIONS TO PROSPECTIVE CONTRACTOR

<p>13.</p>	<p>PART C, Section #2.5.1.1, Bullet # 7, Page # 32</p> <p>Language that prompted the question: An explanation as to how Prospective Contractor meets or exceeds the requirements set forth in Part</p>
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	<p>A, Overview of this RFSQ, Section 7.0, Minimum Qualifications....</p> <p>a) Do you want us to list the minimum qualifications both in the Transmittal Letter as listed in bullet 7, as well as part of the Submission Package – Part D – Insert titled Prospective Contractor’s Qualifications, provide narrative and all documentation described in RFSQ Refer to Part C, 2.5.1.12. (Or, in other words, do you want qualifications’ narrative and documentation to be in two places?)</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to RFSQ, Part A - Overview, Section 4.0 RFSQ Composition, Sub-section 4.1 and RFSQ, Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ, Sub-section 2.5.1.1.</p>

<p>14.</p>	<p>PART C, Section #2.5.1.8, Paragraph # 1, Page #34</p> <p>Language that prompted the question: Prospective Contractor is expected to maintain an office within each Service Planning Area (SPA) that it is proposing to serve.</p> <p>a) If an agency is currently providing Wraparound Approach Services in SPAs 1 and 2, and will propose to service those SPAs again, but only has an office in SPA 1, does it also have to open an office in SPA 2?</p> <p>b) If so, by when?</p>
	<p><u>RESPONSE:</u></p> <p>a) Yes</p> <p>b) Prospective contracted sites must be Medi-Cal certified and operational prior to commencement of contract and prior to issuance of a Start Work Notice.</p>

<p>15.</p>	<p>PART C, Section #2.5.1.11, Paragraph # 1, Page #35</p> <p>Language that prompted the question: Job descriptions and resumes for each staff anticipated to work on the contract.</p> <p>a) In Addendum 4, Question 124, when asked if this should also include positions like clinicians and TBS that work with Wraparound but are not Wraparound you responded “Yes”. Should we include personnel that will NOT be charged to the Wraparound Contract but may work with Wraparound in some capacity? If we do, it might mean including every staff member in our agency.</p>
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	<p><u>RESPONSE:</u></p> <p>a) Please refer to RFSQ, Part C - Instruction to Prospective Contractor, Section 2.0 Preparation and Format of SOQ, Sub-section 2.5.1.11</p>
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<p>16.</p>	<p>PART C, Section #2.0, Paragraph # 2.5.1.12.1, Page #35</p> <p>Language that prompted the question: Prospective Contractor shall submit a copy of its organization Medi-Cal Certification letter issued by the State of California, Department of Health Care Services. (Insert)</p> <p>a) If we don't have the official, original Medi-Cal Certification Letter, will the Re-certification letter suffice?</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to Addendum Four, Q & A, Question #28.</p>

<p>17.</p>	<p>PART C, Section # 2.5.1.12.3, Paragraph # 1, Page # 36</p> <p>Language that prompted the question: Prospective Contractor must provide its detailed plan demonstrating how it is positioned to effectively provide and arrange services in the SPA it plans to serve. Prospective Contractor must demonstrate its relationships with community agencies, and provide supporting documentation of its Wraparound Approach Services Plan. This should include flow charts, with decision points, and copies of collaboration agreements detailing all aspects of Wraparound, including plans that address language barriers, staff diversity, employee recruitment and retention plans, coaching and training modalities, and parent partner run support group. Documentation should detail the Proposers utilization of the Shared Core Practice Model (SOW Exhibit A-3) and the Five Protective Factors (SOW Exhibit A-16), and detail proposer's quality assurance plan with reporting out and continuous process improvement implementation plans (insert).</p> <p>a) Please clarify what is meant under "collaboration agreements" and provide an example. Can a MOU be considered a collaboration agreement?</p> <p>b) Given that we have several informal (unwritten), but effective, working relationships with community-based organizations that provide supplemental services and resources to Wrap clients, what else can be considered as a "collaboration agreement"?</p> <p>c) Would you like us to insert our quality assurance plan in this section, even though we will already insert a copy of the quality assurance plan behind Form 4 responses?</p> <p>d) Is it your intent for us to write a detailed statement of work, or is this an overview that can include references to other areas of the RFSQ</p>
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	<p>(such as Quality Assurance Plan, Answers 1-21 to Form 4, etc)?</p> <p>e) How does “Supporting documentation of its Wraparound Approach Services Plan” differ from the description asked for in Form 4, Question # 10 “Describe your organization’s Wraparound program.”?</p> <p>f) Will we get credit if our flow charts are not in 12 font?</p>
	<p><u>RESPONSE:</u></p> <p>a-f) Please refer to the following RFSQ sections, Part A, Overview, Section 4.0 RFSQ Composition, Sub-section 4.1, Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOW, Sub-sections 2.5.1.1, and 2.5.1.12, and to Part E, Selection Process and Evaluation Criteria.</p>

<p>18.</p>	<p>PART C, Section #2.5, Paragraph # 2.5.1.23, Page # 37</p> <p>Language that prompted the question: Prospective Contract List of Contracts/References</p> <p>a) Are references defined as entities or individuals in which a business agreement has been agreed to in Writing with Prospective Contractor?</p> <p>b) Are they defined as persons working for neighboring agencies that have also contracted with DCFS but no business agreement exists between them and Prospective Contractor?</p> <p>c) Are they a person at a facility, agency, or County of Los Angeles office than knowledgably as to the Prospective Contractor’s abilities, irrespective of their being any business arrangements between that person’s place of employment and the prospective Contractor?</p>
	<p><u>RESPONSE:</u></p> <p>a-c) Please refer to RFSQ, Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ, Sub-section 2.5.1.23</p>

<p>19.</p>	<p>PART C, Section #2.5, Paragraph # 2.5.1.23, Page # 37</p> <p>Language that prompted the question: Contracts terminated within the past three years must be listed separately with a reason for termination, including details of any failure or refusal of Prospective Contractor to complete a contract.</p> <p>a) Please clarify regarding terminated contracts. Does DCFS want Prospective Contractors to list terminated contracts that had no party disputes or negligent practices?</p> <p>b) For example, if all funds were successfully utilized, and both parties agreed to end the contract prior to a termination date, should we</p>
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	<p>include this?</p> <p>c) In the case of DPH-SAPC, where DPH terminated all contracts on 9/30/13 and started new contracts on 10/1/13 because the County was switching to a new template, should we include this?</p>
	<p><u>RESPONSE:</u></p> <p>a-c) Please refer to RFSQ, Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ, Sub-section 2.5.1.23. The list of terminated contracts should include a list of all contracts that ended within the past 3 years.</p>

<p>20.</p>	<p>PART C, Section #2.5, Paragraph # 2.5.2.1.4, Page # 31</p> <p>Language that prompted the question: Each section must be specifically labeled with tab inserts and in the order indicated in subsection 2.5 below.</p> <p>a) In addition to section tabs, can smaller tabs or dividers be included to separate the various forms within each of the sections? Or can we add an additional page indicating the subsequent form?</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to RFSQ, Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ.</p>

PART D – STATEMENT OF QUALIFICATIONS SUBMISSION PACKET

<p>21.</p>	<p>PART D, Form 4, “Detailed Plan”, and Quality Improvement and Trauma Based Training Plan</p> <p>a) Should the Quality Improvement Plan be included as part of Form 4 or the “Detailed Plan”? They are referenced in both, as well as separate inserts in the Submission Packet Form.</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to RFSQ, Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ.</p>

<p>22.</p>	<p>PART D, Form 4, Question # 1 - 8, Page # 68</p> <p>a) Questions 1 – 8 on Form 4 have responses that are common to all 8 questions. Can we include the common information in an overall explanation for 1 – 8 and then provide the details that are unique to</p>
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	<p>each in the responses for each question?</p> <p><u>RESPONSE:</u></p> <p>a) Please refer to the following RFSQ sections: (1) Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ; (2) Part D - Statement of Qualifications Submission Packet, Form 4; and (3) Part E - Selection Process and Evaluation Criteria.</p>
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<p>23.</p>	<p>PART D, Form 4, Question # 18, Page # 70</p> <p>Language that prompted the question: Describe in detail, your organization trauma based training plan, and include your trauma based training curriculum that will ensure all your Wraparound staff fully incorporate and provide a trauma based approach to Wraparound service delivery. (Minimum 7-8 pages)</p> <p>a) Your training plan must cover the first 24 months of the proposed contract term.</p> <p>b) Is the 24-month training plan in Question #20 in addition to the one requested under Question #18? Can you clarify the difference between those two items?</p> <p>c) Is Question #18, in its totality of 7-8 pages, in addition to the total of up to 50 pages?</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to RFSQ Part C - Instructions to Prospective Contractor.</p> <p>b) For Question #18, please refer to RFSQ PART H - Statement of Work, Sub-section 7.3. For Question #20, please refer to Part H - Statement of Work, Sub-sections 7.3.1, 7.4, and 7.5.</p> <p>c) Please refer to RFSQ - Part D Statement of Qualifications Submission Packet, Form 4.</p>

<p>24.</p>	<p>PART D, Form 4, Question #20, Page # 70</p> <p>Language that prompted the question: Describe in detail, your organizations, Child and Family Specialist and Parent Partner training plan and include the proposed Child and Family Specialist and Parent Partner training curriculum, and calendar for first 24 months of the proposed contract that your agency uses to train its Child and Family Specialist and Parent Partners. Please include the calendar of planned Parent Café's, Parent Partners Institute Training.</p> <p>a) Is the training calendar referenced in Question #20 part of the 24 month plan referenced in Question #18? If not, please clarify the difference.</p> <p>b) Do you require specific dates and trainer name(s)/bios to be included</p>
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	<p>in the 24 month training calendar? We have concerns about locking in specific dates and trainers so far in advance, as it does not allow for program flexibility should the need for alternate dates or topics arise based on staff training requirements.</p> <p>c) Is it sufficient to submit a calendar or training plan that is more general? For example: every 2nd week of the month Parent Partners will receive training during regular group supervision, then list the topics planned for the year and indicate the trainer(s) will be contracted or selected based on specific training content.</p> <p>d) Is the full training plan to be included in the 50 page response to question on Form 4?</p> <p>e) Can we provide an overview of the training plan then include the more detailed information as part of our Quality Assurance Plan?</p> <p>f) Do we need to include the full syllabi for each training along with the trainer's bio, etc?</p> <p>g) Please clarify what DCFS means by Parent Café's and Parent Partners Institute Training. This is the only reference to them in the RFSQ. In the Q & A, you refer back to the Statement of Work, but these terms are not referenced in the SOW. Are these existing trainings and where can we get more information about them?</p>
	<p><u>RESPONSE:</u></p> <p>a-f) Please see the answer to question #23 above. Please refer to the following RFSQ sections: (1) Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ; (2) Part D - Statement of Qualifications Submission Packet, Form 4; and (3) Part E - Selection Process and Evaluation Criteria.</p> <p>g) Please refer to the National Wraparound Initiative website at www.nwi.edu</p>

<p>25.</p>	<p>PART D, Form 4, Note, Page # 70</p> <p>Language that prompted the question: Note: Insert a copy of your proposed quality assurance plan behind your answers in response to this Form 4.</p> <p>a) Should we include all of our Wraparound Policies and Procedures as part of the Quality Assurance Plan?</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to the following RFSQ sections: (1) Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ; (2) Part D - Statement of Qualifications Submission Packet, Form 4; and (3) Part E - Selection Process and Evaluation Criteria.</p>

26.	<p>PART D, Form 12, Page # 79</p> <p>Language that prompted the question: “Prospective Contractor List of References – List five references where the same or similar scope of services were provided in order to meet the Minimum Qualifications stated in the solicitation”</p> <p>a) Do the references have to be from people/organizations that we had contracts or MOUs with?</p> <hr/> <p><u>RESPONSE:</u></p> <p>a) Please refer to the following RFSQ sections: (1) Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ; (2) Part D - Statement of Qualifications Submission Packet, Form 12; and (3) Part E - Selection Process and Evaluation Criteria.</p>
27.	<p>PART D, Form 12, Page # 79</p> <p>Language that prompted the question: Form 12 is asking about dollar amounts.</p> <p>a) I'd like to clarify if its year to date or the amount of the contract that should be listed.</p> <hr/> <p><u>RESPONSE:</u></p> <p>a) Please refer to RFSQ, Part C - Instructions to Prospective Contractors, Section 2.0 Preparation and Format of SOQ, Sub-section 2.5.1.23.</p>
28.	<p>PART D, Form 14, Page # 84</p> <p>Language that prompted the question: Form 14 specifies litigation within the past seven years, but the RFSQ (Part A, 2.5.1.27, page 39) specifies five years.</p> <p>a) Which is the correct number of years?</p> <hr/> <p><u>RESPONSE:</u></p> <p>a) Please refer to Addendum Eight</p>
29.	<p>PART D, Exhibit B-5</p> <p>Language that prompted the question: Addendum seven, Paragraph 8,</p>

	<p>Page 5: RFSQ, Part D, STATEMENT OF QUALIFICATIONS SUBMISSION PACKET is amended in part to add Exhibit B-5.</p> <p>a) Do we need to include Exhibit B-3 and Exhibit B-4 in the submission packet?</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to the following RFSQ sections: (1) Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ; (2) Part D - Statement of Qualifications Submission Packet; (3) Part E - Selection Process and Evaluation Criteria; and (4) RFSQ Addendum Seven.</p>

<p>30.</p>	<p>PART D, Form 4, Paragraph # "Note", Page # 70</p> <p>Language that prompted the question: Note: insert a copy of your proposed quality assurance plan behind your answers in response to this Form 4.</p> <p>a) Can the County be more specific as to the areas the Quality Assurance Plan should address?</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to the following RFSQ sections: (1) Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ; (2) Part D - Statement of Qualifications Submission Packet, Form 4; and (3) Part E - Selection Process and Evaluation Criteria.</p>

PART E – SELECTION PROCESS AND EVALUATION CRITERIA

NONE

PART F – PROTEST POLICY TRANSMITTAL FORMS

NONE

PART G – SAMPLE MASTER CONTRACT

NONE

PART H – STATEMENT OF WORK

<p>31.</p>	<p style="color: red;">PART H, Section # 2.0, Paragraph # 2.1.6, Page # 192</p> <p style="color: red;">Language that prompted the question: CONTRACTOR shall secure and maintain staff in adequate numbers with sufficient education, experience and expertise to successfully operate the program....</p> <p>a) Is the County asking us to use position titles as defined in the RFSQ or should agencies use actual personnel titles and job levels? i.e. someone may only be program manager by agency terms, however, that individual is functioning as Executive Director for the purposes of the Wraparound Program.</p> <hr/> <p style="color: red;"><u>RESPONSE:</u></p> <p>a) Please refer to the following RFSQ sections: (1) Part C - Instructions to Prospective Contractor, Section 2.0 Preparation and Format of SOQ; (2) Part D - Statement of Qualifications Submission Packet, Form 4; (3) Part E - Selection Process and Evaluation Criteria; and (4) Part H - Statement of Work, Section 2.0 Staffing.</p>
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<p>32.</p>	<p style="color: red;">PART H, Section # 2.0, Paragraph # 2.1.6.1, Page # 192</p> <p style="color: red;">Language that prompted the question: CONTRACTOR shall have an Executive Director who shall provide overall management and coordination of the program.</p> <p>a) Our agency's Executive Director, i.e., our CEO does not directly manage and coordinate Wraparound as we are too large. However, we do designate a staff person-above the Program Manager-to manage and coordinate the program. Should we title that person "Executive Director" for the purpose of this SOQ? Or should we include the CEO as Executive Director?</p> <hr/> <p style="color: red;"><u>RESPONSE:</u></p> <p>a) Please refer to the following RFSQ sections: (1) Part C - Instructions to Prospective Contractor, Section 2.0 - Preparation and Format of SOQ; (2) Part D - Statement of Qualifications Submission Packet, Form 4; (3) Part E - Selection Process and Evaluation Criteria; and (4) Part H - Statement of Work, Section 2.0 Staffing.</p>
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PART I – EXHIBITS TO SAMPLE CONTRACT

NONE

PART J - APPENDICES

NONE

WRAPAROUND PROPOSER'S CONFERENCE QUESTIONS & ANSWERS

<p>33.</p>	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question:</p> <p>a) After year one when the case rate and the ratios shift what that results in according to my calculations is that our EPSDT billing expectation per team so that is 120 client months of which about 91% are expected to be EPSDT eligible. That changes by about \$46,000 per team. So can we expect our DMH EPSDT billing allowance to increase in ratio to the teams that we are offering by that amount or is that going to be entirely up to DMH and we could just get stuck holding the bag for that \$46,000 per team.</p> <hr/> <p><u>RESPONSE:</u></p> <p>a) This question does not reference or refer to any part or portion of RFSQ Number 12-055 for Wraparound Approach Services and will not be answered in the solicitation Questions and Answers.</p>
<p>34.</p>	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: Procedures.</p> <p>a) There is a lock-in in the rate through 2020.</p> <hr/> <p><u>RESPONSE:</u></p> <p>a) This question does not reference or refer to any part or portion of RFSQ Number 12-055 for Wraparound Approach Services and will not be answered in the solicitation Questions and Answers.</p>
<p>35.</p>	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question:</p> <p>a) Will the EPSDT remain at \$2,246 until the new contract starts?</p>

	<p><u>RESPONSE:</u></p> <p>a) This question refers to the current Wraparound Approach Services contracts and does not reference or refer to any part or portion of RFSQ Number 12-055 for Wraparound Approach Services; therefore, it will not be answered in the solicitation Questions and Answers.</p>
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36.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question:</p> <p>a) Did you say that the final deadline is the 14th or the 11th?</p>
	<p><u>RESPONSE:</u></p> <p>a) At the January 14, 2014, Proposer's Conference it was stated the SOQ submission deadline was March 14, 2014, at 5:00 p.m. Since the release of this Q&A was delayed, Addendum Number Eight extends the SOQ submission deadline to March 28, 2014, at 5:00 p.m.</p>

37.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question:</p> <p>a) Is there any advantage to proposers in submitting earlier rather than later?</p>
	<p><u>RESPONSE:</u></p> <p>a) Early submitters do not have the added risk of arriving late and missing the SOQ submission deadline of Friday, March 28, 2014, at 5:00 p.m. Late SOQ submissions will not be accepted.</p>

38.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question:</p> <p>a) If we have already submitted additional questions not related to Addendum 7, via e-mail, will they be answered in the next addendum?</p>
	<p><u>RESPONSE:</u></p> <p>a) All questions submitted by 5:00 p.m. on January 14, 2014, and at the third Proposer's Conference are answered in Addendum Eight.</p>

39.	<p style="color: red;">PART , Section # , Paragraph # , Page #</p> <p style="color: red;">Language that prompted the question:</p> <p>a) When will you take questions via e-mail until and can you state the e-mail address again?</p>
	<p style="color: red;"><u>RESPONSE:</u></p> <p>a) The e-mail address is Wrap@dcfs.lacounty.gov and we will accept questions until 5:00 p.m. today, January 14, 2014.</p>

40.	<p style="color: red;">PART , Section # , Paragraph # , Page #</p> <p style="color: red;">Language that prompted the question:</p> <p>a) Do you have an idea of how many clients or providers will be given Selection Notices?</p>
	<p style="color: red;"><u>RESPONSE:</u></p> <p>a) This RFSQ is for prospective Wraparound Approach Services contractors, not for referred County clients receiving services. Please refer to RFSQ, Part A - Overview, Section 3.0 Required Services, sub-section 3.5.</p>

41.	<p style="color: red;">PART , Section # , Paragraph # , Page #</p> <p style="color: red;">Language that prompted the question:</p> <p>a) Between year one that the contract is awarded and year two, are there any changes expected in the amount allotted for children who are not EPSDT eligible? In other words will the case rate remain consistent for them?</p>
	<p style="color: red;"><u>RESPONSE:</u></p> <p>a) I don't know that we have enough information to give you a complete and correct answer at this time; however, what is in the RFSQ is what we understand the rates are going to be consistently through the contract. There is nothing preventing changes if data received indicates that we need to do that. Part of the reason the RFSQ has supplemental submission periods and the contracts are awarded in one year increments is to provide an opportunity to make changes before you go into the next contract period.</p>

42.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question:</p> <p>a) You just mentioned that the contracts are awarded in one year increments. Addendum Seven mentions the first year with potential six month extensions. That is what Addendum Seven states. It is a one year contract with a potential for six month extensions up until 2020.</p> <p>b) My question to you, given that many of us have just gone through multiple six month extensions with other DCFS contracts, will there be a need for budgets every six months and negotiation packages every six months? If you can clarify that piece it would be great.</p>
	<p><u>RESPONSE:</u></p> <p>a) Please refer to Addendum Seven, Item IX.</p> <p>b) Negotiation Packets are part of the DMH contract. DCFS and Probation are not parties to the DMH contract.</p>

43.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question: Budget Form</p> <p>a) How about a Negotiation Package?</p>
	<p><u>RESPONSE:</u></p> <p>a) This question does not reference or refer to any part or portion of RFSQ Number 12-055 for Wraparound Approach Services and will not be answered in the solicitation Questions and Answers. Questions about existing contracts can be raised at existing contractor meetings, Lead Wraparound Agency meetings.</p>