



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

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November 8, 2013

Dear Prospective Contractors and Interested Parties:

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

Addendum Number Five 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 Five publishes the Questions and Answers (Q&A) to questions 8, 18, 21, 126, and 137 submitted prior to and at the Prospective Contractor's Conference held on October 1, 2013, and amends sections of the RFSQ as provided below. **Changes only apply to referenced sections and/or subsections that are deleted or amended, all other sections remain in full affect.**

A prospective contractor's failure to incorporate the requirements of this Addendum Number Five 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 Five 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 RFSQ: September 20, 2013.
- Questions due: September 27, 2013; 5:00 PM.
- Proposers Conference (~~Mandatory~~): October 1, 2013.

- Second Proposers Conference (~~Mandatory~~) to discuss Medi-Cal billing: October 22, 2013, 10:00 AM – 12:00 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. ~~October 31, 2013.~~
- Submission Period Begins: December 16, 2013.
- **Deadline for SOQ Submission: January 7, 2014; 5:00 PM.**
- Anticipated Contract Start Date: on or about November 1, 2014.

II. RFSQ, PART A – OVERVIEW, Section 6.0, RFSQ CONFERENCE – QUESTIONS AND ANSWERS, Paragraph 6.2.2 is amended to read as follows:

6.2.2 Questions about the RFSQ, the master contract, or its SOW will not be accepted after the ~~mandatory~~ proposers conference

III. RFSQ, PART A – OVERVIEW, Section 6.0, RFSQ CONFERENCE – QUESTIONS AND ANSWERS, Section 6.3 is amended to read as follows:

6.3 Following the conference, all questions, without identifying the submitting firm, will be compiled with the appropriate answers and issued as an addendum to this RFSQ. This addendum will be sent via e-mail to each person or organization which County records indicate received a copy of the RFSQ and attended the ~~Mandatory~~ Proposers Conference; and will be posted in the Los Angeles County Purchasing and Contracts website, <http://cmisvr.co.la.ca.us/lacobids/BidDeptLookUpFrm.asp>, and DCFS' website, <http://www.lacdcfs.org>.

IV. RFSQ, PART A – OVERVIEW, Section 6.0, RFSQ CONFERENCE – QUESTIONS AND ANSWERS, Paragraph 6.3.1 is amended to read as follows:

6.3.1 To ensure receipt of any addenda, Prospective Contractors should include their correct e-mail address on the sign in sheet at the ~~Mandatory~~ Proposers Conference, and provide a business card with their correct email address, at the conference. This information should also be included with any questions submitted.

V. RFSQ, PART A – OVERVIEW, Section 7.0, MINIMUM QUALIFICATIONS, Paragraph 7.1.2 is amended to read as follows

7.1.2 Qualified prospective Contractor must submit a copy of its organization's Medi-Cal Certification letter issued by the County of Los Angeles Department of Mental Health, Program Support Bureau/Program Review, prior to qualified tentatively selected prospective Contractor being issued a Start Work Notice. ~~Prospective Contractor must submit a copy of its organizations Medi-Cal~~

~~Certification letter issued by the State of California, Department of Health Care Services.~~

- VI. RFSQ, PART A – OVERVIEW, Section 7.0, MINIMUM QUALIFICATIONS, Paragraph 7.1.3 is amended to read as follows:

7.1.3 Prospective Contractor must have the ability to draw down Medi-Cal funds for the purpose of providing Wraparound and specialty mental health services via its legal entity or Mental Health Services Act Master Agreement contracts with DMH prior to qualified tentatively selected prospective Contractor being issued a Start Work Notice.;

- VII. RFSQ, PART A – OVERVIEW, Section 7.0, MINIMUM QUALIFICATIONS, Sub-Paragraph 7.1.3.1 is amended to read as follows:

7.1.3.1 Prospective Contractor must submit one ~~a~~ copy of their current contract with Los Angeles County DMH including the list of services its organization is contracted to provide, the pages showing the contract effective and end dates, the pages that show the prospective Contractor is able to bill Medi-Cal, and the contracted sites prior to qualified tentatively selected prospective Contractor being issued a Start Work Notice.

- VIII. RFSQ, PART E – SELECTION PROCESS AND EVALUATION CRITERIA, Section 2.0, PART ONE: MINIMUM QUALIFICATIONS, Paragraph 2.1.2 has been amended to read as follows:

2.1.2 Prospective Contractor must submit a copy of its organization's Medi-Cal Certification letter issued by the County of Los Angeles Department of Mental Health, Program Support Bureau/Program Review, prior to qualified tentatively selected prospective Contractor being issued a Start Work Notice. ~~Prospective Contractor must submit a copy of its organizations Medi-Cal Certification letter issued by the State of California, Department of Health Care Services.~~

- IX. RFSQ, PART E – SELECTION PROCESS AND EVALUATION CRITERIA, Section 2.0, PART ONE: MINIMUM QUALIFICATIONS, Paragraph 2.1.3 has been amended to read as follows:

2.1.3 Prospective Contractor must have the ability to draw down Medi-Cal funds for the purposes of providing Wraparound and specialty mental health services via its legal entity or Mental Health Services Act Master Agreement contracts with DMH prior to qualified tentatively selected prospective Contractor being issued a Start Work Notice.;

- X. RFSQ, PART E – SELECTION PROCESS AND EVALUATION CRITERIA, Section 2.0, PART ONE: MINIMUM QUALIFICATIONS, Sub-Paragraph 2.1.3.1 has been amended to read as follows:

2.1.3.1 Prospective Contractor must submit a copy of their current contract with Los Angeles County DMH including the list of services its organization is contracted to provide, the pages showing the contract effective and end dates, the pages that show the Prospective Contractor is able to bill Medi-Cal, and the contracted sites prior to qualified tentatively selected prospective Contractor being issued a Start Work Notice.

XI. RFSQ, PART H – STATEMENT OF WORK, PART C – SERVICE TASKS TO ACHIEVE PERFORMANCE OUTCOME GOALS, Section 6.0, PERMANENCY, Sub-Paragraph 6.2.1.2.1 has been added to read as follows:

6.2.1.2.1 If the prior year census is less than 15 Wraparound enrolled children/youth, the CONTRACTOR sample size shall be 15 children/youth.

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

Sincerely,



Eddie Ota, Section Manager
Contracts Administration Division

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Attachment

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 PENDING QUESTIONS FROM
PROSPECTIVE CONTRACTORS**

QUESTIONS 8, 18, 21, 126, AND 137



November 8, 2013

County of Los Angeles – Department of Children and Family Services

WRAPAROUND APPROACH SERVICES

RESPONSES TO PENDING QUESTIONS FROM PROSPECTIVE CONTRACTORS

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WRAPAROUND APPROACH SERVICES (RFSQ# CMS 12-055)
QUESTIONS AND RESPONSES

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

<p>8.</p>	<p>PART A, Section # 7, Paragraph # 7.1.3, Page # 11</p> <p>Language that prompted the question: (Also Page 106, Part E, 2.1.3): “Prospective Contractor must have the ability to draw down Medi-Cal funds for the purposes of providing Wraparound services via its legal entity or Mental Health Services Act Master Agreement contracts with DMH;”</p> <p>a) Does this mean only existing LA County DMH contracted providers can apply? b) Is an agency that does not currently hold a contract with LA County DMH eligible to apply?</p> <p><u>RESPONSE:</u></p> <p>a) No, please refer to Addendum Five. b) Yes, please refer to Addendum Five.</p>
<p>18.</p>	<p>PART A, Section # 7.0, Paragraph # 7.1.3.1, Page # 11</p> <p>Language that prompted the question: Prospective Contractor must submit a copy of their current contract with Los Angeles County DMH including the list of services its organization is contracted to provide, and the pages showing the contract effective and end dates, and the pages that show the Prospective Contractor is able to bill Medi-Cal.</p> <p>a) For new applicants in the process of application for a contract, what documentation is acceptable to fulfill this assumption of a current contract?</p> <p><u>RESPONSE:</u></p> <p>a) Please refer to Addendum Five.</p>

21.	<p>PART A, Section # 2.5, Paragraph # 1, Page # 126</p> <p>Language that prompted the question: COUNTY will issue a written start work notice to CONTRACTOR indicating when services under this Contract can begin. CONTRACTOR shall not begin any services under this Contract without such written start work notice from the COUNTY. COUNTY has the right to issue a written stop work order whenever the COUNTY deems that it is in its best interest to do so, and CONTRACTOR shall stop work immediately upon receipt of such written stop work notice.</p> <p>a) At the August 1st DCFS Wraparound contract meeting, DCFS stated that the immediate stop work notice language is boilerplate language in DCFS contracts; however, other DCFS contracts, such as the FFA and Group Home contracts, do not contain this language. Can you please provide the specific section numbers from other DCFS contracts that contain this language?</p>
	<p><u>RESPONSE:</u></p> <p>Please refer to RFSQ, Part A Overview, Section 6.0 RFSQ Conference – Questions and Answers, Sub-Section 6.2, Paragraph 6.2.1. The responses to questions in this RFSQ will address only the Wraparound Approach Services RFSQ document and will not include comments on other contracts.</p>

WRAPAROUND PROPOSER’S CONFERENCE QUESTIONS & ANSWERS

126.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question:</p> <p>Wraparound minimum requirements and it does specifically indicate that the prospective contractor must have a copy of their current contract with LA County DMH. Are you only accepting applications from those providers that do have current contracts with LA County DMH?</p>
	<p><u>RESPONSE:</u></p> <p>No, please refer to Addendum Five.</p>

137.	<p>PART , Section # , Paragraph # , Page #</p> <p>Language that prompted the question:</p> <p>Do you have to be a 501(c)3 organization to submit an SOQ?</p>
	<p><u>RESPONSE:</u></p> <p>No</p>