



County of Los Angeles  
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

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Director

FESIA A. DAVENPORT  
Chief Deputy Director

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December 23, 2013

Dear Prospective Contractors and Interested Parties:

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

Addendum Number Seven 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 Seven 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 Seven 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 Seven 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.**

*"To Enrich Lives Through Effective and Caring Service"*

- 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.** ~~December 16, 2013~~
- Deadline for SOQ Submission: **March 14, 2014.** ~~January 7, 2014; 5:00 PM.~~
- Anticipated Contract Start Date: **on or about May 1, 2015.** ~~November 1, 2014.~~

- II. RFSQ, PART A, RFSQ, – OVERVIEW, Section 5.0, RFSQ TIMETABLE, Sub-section 5.2 Subsequent Periods for SOW submission is amended in part to read as follows:

**Two (2)** ~~Three (3)~~ additional submission periods for submitting SOQs in response to this RFSQ shall be available as follows:

~~January 13, 2015 through January 23, 2015~~

**August 1, 2016 through August 12, 2016 and** ~~January 12, 2016 through January 22, 2016~~

**July 31, 2017 through August 11, 2017.** ~~January 10, 2017 through January 20, 2017~~

This will allow Prospective Contractors to submit a SOQ during any submission period if: (1) they submitted a SOQ, but did not qualify after being considered by County; or (2) they did not submit a SOQ during a previous submission period.

- 5.1.1 The requirements for submitting SOQs to the additional submission period may change.

- III. RFSQ, PART A, RFSQ, – OVERVIEW, Section 10.0, PAYMENT STRUCTURE, Sub-section 10.1 is deleted and replaced 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 \$2,100.00 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.**

IV. RFSQ, PART A, RFSQ, – OVERVIEW, Section 11.0 TERMS AND CONDITIONS, Sub-section 11.1 is amended in part to add Exhibit B-5 to read as follows:

11.1 The documents identified below, which are included in this RFSQ, Part H, Statement of Work; Part D, Statement of Qualifications Submission Packet; and Part I, Exhibits to the Sample Master Contract, will become exhibits to the Contract.

Exhibit A Statement of Work  
Exhibit B-1 Line Item Budget Detail  
Exhibit B-2 Budget Narrative  
Exhibit B-3 Sample Invoice  
Exhibit B-4 Semi Annual Expenditure Report  
**Exhibit B-5 Payment Schedule and Acknowledgement**

- V. RFSQ, PART A, RFSQ, – OVERVIEW, Section 11.0 TERMS AND CONDITIONS , Sub-section 11.3 is added 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 \$1,680.00 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 \$1680.00 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.**

- VI. RFSQ, PART C, RFSQ, – INSTRUCTIONS TO PROSPECTIVE CONTRACTORS, Sub-section 2.5, 2.5.2 Section B, Budget, is amended to add sub-section 2.5.2.1.4, and Exhibit B-5 Payment Schedule and Acknowledgement 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 \$1,680.00 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 \$1680.00 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 C, RFSQ, – INSTRUCTIONS TO PROSPECTIVE CONTRACTORS, Section 3.0 SOQ SUBMISSION, Sub-section 3.8 Subsequent Submission Periods is amended to read as follows:

3.5 Subsequent Submission Periods: This RFSQ shall reopen annually for the duration of any resulting contracts. During this annual re-opening, the County may release addenda to change the requirements or to announce additional periods for submitting SOQs under this RFSQ, should the County have the need for additional or replacement Wraparound contractors. The additional submission periods for submitting SOQs in response to this RFSQ shall be available as follows:

~~January 13, 2015 through January 23, 2015~~

**August 1, 2016 through August 12, 2016 and** ~~January 12, 2016 through January 22, 2016~~

**July 31, 2017 through August 11, 2017.** ~~January 10, 2017 through January 20, 2017~~

- VIII. RFSQ, PART D, STATEMENT OF QUALIFICATIONS SUBMISSION PACKET is amended in part to add Exhibit B-5 as follows:

Section B – Budget

Exhibit B-1 Line Item Budget

Exhibit B-2 Budget Narrative

*Exhibit B-3 Sample Invoice (Exhibit B-3 is not in this section, but provided in RFSQ PART I Exhibits to Contract)*

*Exhibit B-4 Semi Annual Expenditure Report added in Addendum Four*

**Exhibit B-5 Payment Schedule and Acknowledgement**

- IX. RFSQ, PART G, WRAPAROUND APPROACH SERVICES SAMPLE MASTER CONTRACT is amended in part to read as follows:

- a. Table of Contents – Exhibits is amended to add the following:

**Exhibit B-5 Payment Schedule and Acknowledgement**

- b. Section 2.0 TERM is amended in part to read as follows:

The term of this Contract shall commence on May 1, 2015, ~~November 1, 2014~~ or the date of execution by the Directors of DCFS, DMH, and the Probation Department, whichever is later, and shall expire on April 30, 2016, ~~October 31, 2015~~, unless terminated earlier or extended, in whole or in part, as provided in this Contract.

- c. Sub-section 2.2.1 is amended in part to read as follows:

Contractor shall submit its annual Training Plan for the upcoming contract year to the County Program Manager 90 days prior to the end of the contract year (January 31<sup>st</sup>, ~~July 31<sup>st</sup>~~).

- d. Sub-section 2.3 is amended in part to read as follows:

The term of this Contract may ~~also~~ be extended by written notice to the CONTRACTOR by the Director of DCFS or designee, with approvals from the Director of DMH or designee and the Chief Probation Officer or designee prior to the expiration of the contract term, for a period not to exceed six (6) months or October 31, 2020. ~~April 30, 2020~~.

- e. Sub-section 2.5 is deleted and replaced to read as follows:

**2.5 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 when the COUNTY deems that it is necessary for the safety or well-being of the children receiving services under this contract, when Contractor fails to improve performance consistent with an approved corrective action plan, or when it is necessary to comply with Federal or State requirements. CONTRACTOR shall stop work immediately upon receipt of such written stop work notice.**

- f. Section 3.0 CONTRACT SUM, Sub-section 3.2 Medi-Cal Eligible Children/Youth Payment/Case Rate is deleted and replaced 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 \$1,680.00 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 \$1680.00 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 blue ink, appearing to read 'Eddie Ota', is positioned above the typed name.

Eddie Ota, Section Manager  
Contracts Administration Division

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