



County of Los Angeles  
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

PHILIP L. BROWNING  
Interim Director

December 14, 2011

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Dear Prospective Contractor:

**ADDENDUM NUMBER ONE TO REQUEST FOR PROPOSALS  
FAITH-BASED RESOURCE PARENT (FOSTER AND ADOPTIVE)  
RECRUITMENT SERVICES (CMS# CA 11-004)**

The County of Los Angeles Department of Children and Family Services (DCFS) has issued this Addendum Number One to Request For Proposals (RFP) Faith-Based Resource Parent (Foster And Adoptive) Recruitment Services (CMS# CA 11-004) to incorporate the revisions as provided below. A proposer's failure to incorporate the requirements of this Addendum Number One may result in their Proposal not being considered, as determined at the sole discretion of the County. The following revisions are being made to RFP, CMS# CA 11-004:

- A. Revise Section 5.1 of Part A – Overview, and replace with the following:
- Deadline for Proposal Submission: **January 24, 2012 at 3:00 p.m.**
- B. Delete in its entirety Section 9.0 of Part A – Overview, and replace with the following revised Section 9.0:

**9.0 CONTRACT PERIOD AND RECOMMENDATION OF AWARD**

The term of each proposed Contract will be from date of execution through **September 30, 2012**, with two, one-year options to renew the Contract at the sole option of the COUNTY. The Contract is scheduled to commence on as soon as July 1, 2012, or on or about November 1, 2012, or upon approval by the County's Board of Supervisors, which ever is later. Refer to Part G, Sample Contract (Unique Terms and Conditions, Section 2.0, Term). However, the COUNTY shall solely determine whether or not to enter into any contract as a result of this RFP and the start date may vary from that stated.

- C. Delete in its entirety Sub-Section 3.1 of Part C – Proposal Submission, and replace with the following revised Section 3.1:

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

- 3.1 The closing date and time for proposal submission is **Tuesday, January 24, 2012, at 3:00 PM.** It is the sole responsibility of the proposer to see that its proposal is received before the submission deadline. Proposer shall bear all risks associated with delays in delivery by any person or entity, including U.S. Mail or any other courier service. Any proposal received after the scheduled closing time for receipt of proposals, as stated in RFP, Part A, Overview, Section 5.0, Procurement Timetable, will be returned to the sender unopened, at the COUNTY's sole discretion.. Timely hand-delivered proposals are acceptable. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.

Attached are the questions submitted by prospective contractors along with the answers.

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

Should you have any questions, please contact Maria Reza, Contract Analyst at (213) 351-5754 or email at: [rezam@dcfs.lacounty.gov](mailto:rezam@dcfs.lacounty.gov) or Mark Martinez, Contract Analyst at (213) 351-5731 or email at: [martiml@dcfs.lacounty.gov](mailto:martiml@dcfs.lacounty.gov).

Sincerely,

  
Felicia Carreker, Assistant Manager  
Contracts Administration Division

FC:mr

Attachment