



County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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August 21, 2014

Dear Prospective Contractors and Interested Parties:

**ADDENDUM NUMBER TWO TO REQUEST FOR PROPOSALS NUMBER 13-0056 FOR
COMMUNITY CHILD ABUSE COUNCILS COORDINATION (CCACC)**

Addendum Number Two is issued by the County of Los Angeles Department of Children and Family Services (DCFS) to all holders of the Community Child Abuse Councils Coordination (CCACC) Request for Proposals (RFP) Number 13-0056. Addendum Number Two amends the RFP as provided below. Changes apply only to the referenced parts, 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 Two may result in their Proposal not being considered, as determined at the sole discretion of the county.

Changes made to the RFP are by Part and Section as set forth in the RFP. Addendum Number Two incorporates the Questions and Answers (Attachment A) from the August 18, 2014, Proposers' Conference.

1. RFP, Introduction, Section 7.0, Minimum Mandatory Requirements, Subsection 7.9 has been deleted in its entirety and replaced as follows:

7.9 Proposer must be eligible to participate as "Multidisciplinary Personnel," as defined in Section 18951 (d) of the Welfare and Institutions Code. This section states:

"Multidisciplinary personnel" means any team of three or more persons who are trained in the prevention, identification, management, or treatment of child abuse or neglect cases and who are qualified to provide a broad range of services related to child abuse or neglect. The team may include, **but need not be limited to**, any of the following:

- (1) Psychiatrists, psychologists, marriage and family therapists, or other trained counseling personnel;
- (2) Police officers or other law enforcement agents;

- (3) Medical personnel with sufficient training to provide health services;
- (4) Social workers with experience or training in child abuse prevention, identification, management, or treatment;
- (5) A public or private school teacher, administrative officer, supervisor of child welfare and attendance, or certificated pupil personnel employee; and
- (6) A CalWorks case manager whose primary responsibility is to provide cross program case planning and coordination of CalWorks and child welfare services for those mutual cases or families that may be eligible for CalWorks services and that, with the informed written consent of the family, receive cross program case planning and coordination.

The Los Angeles County Child Death Review Team and Child and Adolescent Suicide Review Team are multidisciplinary teams and only persons who are considered as "Multidisciplinary Personnel" can participate in Team meetings. Local Child Death Review Teams typically include those involved in the following fields: Coroners/Medical Examiners, Law Enforcement, Prosecutors, Public Health, Social Services, Child Welfare, Health Care Providers, Mental Health Care Providers, Educational Personnel, Emergency Medical Services, Injury Prevention Specialists and Child Advocates.

2. RFP, Part C, Selection Process and Evaluation Criteria, Section 54.0, Selection Process, Subsection 54.1.D.1, has been deleted in its entirety and replaced as follows:
 - 54.1.D.1 Points will be deducted for exceptions to the Terms and Conditions of the Sample Contract as described in Section 59.0 of this RFP. Each exception listed in Section E (Acceptance/Exceptions to Terms and Conditions) of your proposal shall be reviewed to determine its impact on the proposed Contract. Deduction shall be applied to each exception submitted.
3. RFP, Part C, Selection Process and Evaluation Criteria, Section 57.0, Business Proposal Evaluation and Criteria, Subsection 57.1, Paragraph #2, has been deleted in its entirety and replaced as follows:
 2. Proposer's evaluation will include a review of the County's Contract Database and Contractor Alert Reporting Database reflecting past performance history on County or other contracts. This review may result in point deductions up to 100% of the total points awarded in this evaluation category. Additionally, a review of terminated contracts will be conducted which may result in point deductions.

4. RFP, Part E, Statement of Work, Section 6.0 Contractor's Staff, Subsection 6.2 Community Child Abuse Councils Coordinator, Subparagraph 6.2.3.1 has been added as follows:

6.2.3.1 CCACC must be eligible to participate as "Multidisciplinary Personnel," as defined in Section 18951 (d) of the Welfare and Institutions Code. This section states:

"Multidisciplinary personnel" means any team of three or more persons who are trained in the prevention, identification, management, or treatment of child abuse or neglect cases and who are qualified to provide a broad range of services related to child abuse or neglect. The team may include, **but need not be limited to**, any of the following:

- (1) Psychiatrists, psychologists, marriage and family therapists, or other trained counseling personnel;
- (2) Police officers or other law enforcement agents;
- (3) Medical personnel with sufficient training to provide health services;
- (4) Social workers with experience or training in child abuse prevention, identification, management, or treatment;
- (5) A public or private school teacher, administrative officer, supervisor of child welfare and attendance, or certificated pupil personnel employee; and
- (6) A CalWorks case manager whose primary responsibility is to provide cross program case planning and coordination of CalWorks and child welfare services for those mutual cases or families that may be eligible for CalWorks services and that, with the informed written consent of the family, receive cross program case planning and coordination.

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All other terms and conditions of the RFP remain unchanged.

Sincerely,

A handwritten signature in black ink, appearing to read 'Leticia Torres-Ibarra', written over a horizontal line.

Leticia Torres-Ibarra, Division Manager
Contracts Administration Division

LTI:KAF
JAR:mn

Attachment

County of Los Angeles – Department of Children and Family Services
Community Child Abuse Councils Coordination (RFP CMS 13-0056)

QUESTIONS AND ANSWERS

The following is the official response to the questions submitted at the Proposers' Conference on August 18, 2014.

1. RFP, Introduction, Section 7.0, Subsection 7.3

Question: References – Can it be current or past providers of References?

Answer: Yes, a reference can be obtained from a current or past provider.

2. RFP, Introduction, Section 7.0, Subsection 7.3

Question: Does the reference need to be current and or past provider?

Answer: Yes, a reference can be obtained from a current or past provider.

3. RFP, Introduction, Section 7.0, Subsection 7.3

Question: Can DCFS provide a reference for this Contract? (For example – can I ask Corey to provide a reference to this Contract?)

Answer: Yes, references from DCFS are acceptable; however the references for this RFP cannot come from the Community Child Abuse Councils Coordination Project DCFS's Program Manager.