



PATRICIA S. PLOEHN, LCSW
Director

County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

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Dear Prospective Proposers/Interested Parties:

ADDENDUM NUMBER ONE TO REQUEST FOR PROPOSALS (RFP) FOR PARTNERING FOR SAFETY AND PERMANENCE – MODEL APPROACH TO PARTNERSHIPS IN PARENTING (PS-MAPP) TRAINING SERVICES AND RESPONSES TO QUESTIONS AND ANSWERS TO THE PROPOSERS’ CONFERENCE.

Addendum Number One is issued by the County of Los Angeles Department of Children and Family Services (DCFS) to all holders of the Partnering for Safety and Permanence – Model Approach to Partnerships in Parenting (PS-MAPP) RFP # CMS 09-110, released on August 27, 2009. Addendum Number One amends sections of the RFP as provided below.

Also included in this correspondence are the Questions and Answers (Q and A) from the Proposers’ Conference held on September 16, 2009 (Attachment I). These Q and A are incorporated and made part of the addendum to the RFP.

A prospective proposer’s failure to incorporate the requirements of this Addendum Number One may result in the proposal(s) not being considered, as determined at the sole discretion of the County.

The following changes/additions are being made to the RFP.

1. RFP, PART C INSTRUCTIONS TO PROPOSERS, Section 2.0 PREPARATION AND FORMAT OF PROPOSAL, Sub-section 2.4, Paragraph 2.4.4, sub-paragraph 2.4.4.2 Proposer’s References (**Section B-2**) is amended to read as follows:

2.4.4.2 Proposer’s References (Section B-2)

It is the Proposer’s sole responsibility to ensure that the firm’s name, and point of contact’s name, title and phone number for each reference is accurate. County may disqualify a Proposer if:

- References fail to substantiate Proposer’s description of the services provided, or;

“To Enrich Lives Through Effective and Caring Service”

- References fail to support that Proposer has a continuing pattern of providing capable, productive and skilled personnel, or
- The Department is unable to reach the point of contact with reasonable effort. It is the Proposer's responsibility to inform the point of contact of normal working hours.

The Proposer must complete and include Required Form 6 Proposer's References and Required Form 10 Proposer's List of Contracts as set forth in PART D - REQUIRED FORMS. The same references may be listed on both forms.

- Prospective Contractor List of Contracts, Required Form 10
The listing must include all COUNTY contracts for the last three (3) five (5) years. Use additional sheets if necessary.
- Prospective Contractor References, Required Form 6
Proposer must provide five (5) references where the same or similar scope of services was provided.
- Contracts terminated within the past five (5) years must be listed separately with a reason for termination.

2. RFP, PART C INSTRUCTIONS TO PROPOSERS, Section 2.0 PREPARATION AND FORMAT OF PROPOSAL, Sub-section 2.4, Paragraph 2.4.8, sub-paragraph 2.4.8.18 Proof of Insurability, sub-paragraph 2.4.8.18.1 is amended to read as follows:

2.4.8.18 Proof of Insurability (Insert)

- 2.4.8.18.1 Proposer must provide "Proof of Insurability", indicating that it meets all insurance requirements set forth in Part G, Sample Contract, Section ~~5.1~~, 5.0 General Insurance Requirements General Provisions for all Insurance Coverage and Part G, Section ~~5.2~~, 6.0 Insurance Coverage Requirements.

3. RFP, PART C INSTRUCTIONS TO PROPOSERS, Section 2.0 PREPARATION AND FORMAT OF PROPOSAL, Sub-section 2.4, Paragraph 2.4.5, sub-paragraph 2.4.5.4 is amended to read as follows:

2.4.5.4 Licenses and Permits

Proposer must submit copies of all pertinent licenses and permits required for the provision of the specified services ~~(under Business Structure Registration Documents—Insert)~~

4. RFP, PART C INSTRUCTIONS TO PROPOSERS, Section 2.0 PREPARATION AND FORMAT OF PROPOSAL, Sub-section 2.4, Paragraph 2.4.8, sub-paragraph 2.4.8.4 is amended to read as follows:

2.4.8.4 Copies of Applicable Licenses, Certifications, and Permits (Insert)

Proposer must submit copies of the following all applicable licenses, certifications and permits necessary for the provision of the specified services such as but not limited to fire permit, city tax registration, FFA license (if applicable).

- ~~o Proof of registration to conduct business in the State of California;~~
- ~~o Valid Seller's Permit to conduct business in the State of California.~~

5. RFP, PART C INSTRUCTIONS TO PROPOSERS, Section 2.0 PREPARATION AND FORMAT OF PROPOSAL, Sub-section 2.4, Paragraph 2.4.5 is amended to read as follows:

2.4.5.8 Proposer's Green Initiatives

Present a description of proposed plan for complying with the green initiatives as described in Section 11 of the SOW. Describe your company's current environmental polices and practices and those proposed to be implemented.

6. RFP, PART C INSTRUCTIONS TO PROPOSERS, Section 2.0 PREPARATION AND FORMAT OF PROPOSAL, Sub-section 2.4, Paragraph 2.4.8, sub-paragraph 2.4.8.13 is amended to read as follows:

2.4.8.13 Audited Financial Statements (Insert)

(Please refer to Section 2.4.4.3 of this Part C, page 20- 25.)

7. RFP, PART C INSTRUCTIONS TO PROPOSERS, Section 2.0 PREPARATION AND FORMAT OF PROPOSAL, Sub-section 2.4, Paragraph 2.4.10 Proposer's Green Initiative, is amended to read as follows

~~2.4.10 Proposer's Green Initiatives~~

~~—Present a description of proposed plan for complying with the green requirements as described in Section 11 of the SOW. Describe your company's current environmental polices and practices and those proposed to be implemented.~~

8. RFP, PART G, SAMPLE CONTRACT, PART I.0 UNIQUE TERMS AND CONDITIONS, Section 1.0 Applicable Documents and Defined Terms, Sub-section 1.5

~~1.5.19~~ **1.5.19 Full time experience** – means an equivalent of 35 to 40 hours training per week for ten months.

~~1.5.19~~ **1.5.20 Good Standing** – means a provider shall not have a pattern of egregious deficiencies which may have resulted in corrective action or other administrative actions taken by the COUNTY or Community Care Licensing.

~~1.5.20~~ **1.5.21 Legal Permanence** – means an order from dependency court granting a child(ren) permanent residency in the home of parent, adoptive parent or relative legal guardian.

~~1.5.24~~ **1.5.22 Module** – means a 3-hour session in the PS-MAPP training series. The PS-MAPP training series consists of eleven 3-hour sessions for a total of thirty-three hours of training.

~~1.5.22~~ **1.5.23 Program** - means the work to be performed by CONTRACTOR as defined in Exhibit A, Statement of Work.

~~1.5.23~~ **1.5.24 Partnering for Safety and Permanence - Model Approach to Partnerships in Parenting (PS-MAPP)** – means a comprehensive 33 hour training program designed to provide resource and adoptive parents with a firm foundation of knowledge, skills and attitudes regarding resource care and adoption, as well as enhance their ability to care for the children placed in their homes.

~~1.5.24~~ **1.5.25 PS-MAPP Participants** – means potential resource families who have completed an informational orientation as well as enrolled and/or attended the first module of the PS-MAPP training series.

~~1.5.25~~ 1.5.26 **Quality Assurance Plan** – means a plan that demonstrates how the objectives for the contracted activities/services will be met. A continuous Quality Improvement Process Plan shall review and assure all requirements of the contract are met or exceeded.

~~1.5.26~~ 1.5.27 **Resource Family** – means potential foster and adoptive care providers who are prepared for concurrent planning.

~~1.5.26~~ 1.5.28 **Series** - means eleven 3-hour modules or a total of thirty three hours training.

~~1.5.27~~ 1.5.29 **Subcontract** - means a contract by which a third party agrees to provide services or materials necessary to fulfill an original contract.

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

Sincerely,



RITA MURGAS-LEE, Assistant Manager
Contracts Administration

Attachment (1)

RML: cc

PARTNERING FOR SAFETY AND PERMANENCE – MODEL APPROACH TO
PARTNERSHIPS IN PARENTING (PS-MAPP)
CMS # 09 – 110)
PROPOSER’S CONFERENCE QUESTIONS AND ANSWERS
SEPTEMBER 16, 2009

(Questions are written exactly as received)

1. Q. **How many contracts will be awarded as a result of this solicitation?**

A. *Part A – Overview Sec. 2.4 states that there will be one contract award per region. A region is identified as North; South; East or West.*

2. Q. **Page 22, Part C – Instructions to Proposers 2.0 states, “One CD-ROM of the completed proposal with redacted information” Does this mean any documents with confidential information or something else?**

3. Q. **What do you mean by redacted information.**

Answer for questions 2 and 3.

A. *Redacted information is something that the Proposer does not want to tell or inform the public; like name of Agency, Tax Identification Number, etc.*

4. Q. **What if the Proposer does not have redacted documents?**

A. *The Proposer should submit a piece of paper with the CD containing the complete proposal that a second CD-ROM is not being submitted because they do not have redacted information.*

5. Q. **Page 24 to 25, Part C – Instructions to Proposers Section 2.4.4.2, Proposer’s References (Section B-2) under the first bullet on pg. 25, Prospective Contractor List of Contracts, Required Form 10 states; “The listing must include all COUNTY contracts for the last three (3) years”, but then on page 31, under Required Forms and Documents (Section F) 2.4.8.16, Proposer’s List of Contracts (Form 10) says, “The listing must include all contracts (active/completed) for the last five (5) years,...” and then on page 61 the actual form**

says, "List all contracts completed during the last five (5) years..."

6. Q. Do we list contracts for the last three (3) or last five (5) years?
7. Q. On page 25 under 2.4.4.2, the fourth bullet, it states, "Prospective Contractor List of Contracts, Required Form 10" "The listing must include all COUNTY contracts for the last three (3) years. Use additional sheets if necessary." Yet, on page 31, 2.4.8.16, it states, "Proposer's List of Contracts (Form 10)" "The listing must include all contracts (active/completed) for the last five (5) years, .Which is it, 3 or 5 years?

Answer for questions 5 through 7.

- A. *It is 5 years. Please refer to PS-MAPP RFP, Addendum No.1, Section 2.0, Sub-section 2.4, Paragraph 2.4.4, sub-paragraph 2.4.4.2.*
8. Q. Do we list ALL contracts or organization has in all counties or just in Los Angeles County?
- A. *List all contracts your organization has in all counties.*
9. Q. Do we list active or completed contracts or both?
- A. *List both active and completed contracts.*
10. Q. Page 36, Part C – section 2.4.10, Proposer's Green Initiative Does this become Section H or do we include it in the Cost Proposal in Section G?
11. Q. On page 36, 2.4.10, it states, "Present a description of proposed plan for complying with the green requirements as described in Section 11 of the SOW. Describe your company's current environmental polices and practices and those proposed to be implemented." On page 183, 11.1, it states, "Contractor shall use reasonable efforts to initiate 'green' practices for environmental and energy conservation benefits." Are they green "requirements" or green "initiatives"? Please list the main initiatives you are looking for.

Answer for questions 10 and 11.

- A. *It is not a part of Section G, or a new Section H. Please refer to Addendum No. 1, Section 2.0, Sub-section 2.4, Paragraph 2.4.5, sub-paragraph 2.4.5.8, and paragraph 2.4.10.*

This is Green Initiative and it's up to the Proposer to determine creative means of providing services in an environmental friendly manner.

12. Q. **Page 69, Section, Part D – Required Form 15 – Request for Local SBE Preference Program Consideration and CBE Firm/Organization Information Form. INSTRUCTIONS: All proposers/proposers responding to this solicitation must complete and return this form for proper consideration of the proposal/bid. What if your organization is not a Small Local Business Enterprise? Can “not applicable” be written on the form?**

A. *“Not applicable” can be written on the form.*

13. Q. **Does the county still want the rest of the Form 15 filled out.**

A. *No. If the Proposer's situation is “Not Applicable”, you don't need to fill out the whole form.*

14. Q. **Pg 31 (2.4.8.11) of the RFP states that a Proposer must have five references where the same or similar scope of services was provided. Are the proposer's references required to be an agency/individual who had a contract with the proposer or is it sufficient for the references to be an agency/individual who attended a training held by the proposer or an agency/individual who conducted training for the proposer?**

A. *The proposer's references are to be from an agency or individual who contracted with the proposer, not from an agency/individual who attended a training held by the proposer or an agency/individual who conducted training for the proposer.*

15. Q. **Page 7 (7.1) of the RFP states that a minimum requirement is for the “proposer to have at least three years of full-time experience developing, implementing and providing adult/parent education and training services.” Does the pre-**

certification training and ongoing training typically provided by an FFA qualify as “full-time” experience?

16. Q. **Someone asked re: FFA whether the pre-certification and ongoing training provided to foster parents applicants and foster parents meet the requirement for a full time experience?**

Answer for questions 15 and 16.

- A. *No, an FFA that provides pre-certification and ongoing training to certified foster parents does not meet the minimum requirement for a full time experience. Although the FFA is required to provide initial and on on-going training, there is not a specific number of pre-certification training hours that are required.*
17. Q. **Page 26 of the proposal (2.4.5.6) states that the proposer must submit copies of degrees, resumes and licenses to verify staffing requirements. Is the proposer required to have all staff members required for the contract hired before being awarded the contract?**
- A. *No, according to page 26, Section 2.0, Subsection 2.4, paragraph 2.4.5, sub-paragraph 2.4.5.5 the proposer is not required to have all staff hired prior to contract award. However, in the proposal, the proposer must submit a staffing plan and upon contract award, provide proof of licenses, degrees and resumes.*
18. Q. **On Form 1, letter A, is this requesting the location that the PS-MAPP trainings will be held?**
- A. *Yes, the Proposer should have a site on their plan and where to provide the training.*
19. Q. **Page 173 (5.4) of the RFP states that the “County will notify the Contractor in writing of scheduled recruitment activities that require the presentation of PS-MAPP training information.” For budgeting purposes, how many hours per week do you approximate that the recruitment activities will require of the Contractor?**
- A. *County cannot specify the number of hours per week for recruitment efforts, however, proposer must provide 33 required training hours per series.*

20. Q. **Page 178 (8.5.1) of the RFP mentions the “LA County Version” of the PS-MAPP training. Is this version different than the version purchased through the Child Alliance?**
- A. *The LA County Version is slightly different from the version from Child Alliance. The County obtained permission to modify the original version.*
21. Q. **Does the county already own the PS-MAPP curriculum?**
- A. *Yes, LA County has purchased and adopted the PS-MAPP curriculum to meet its needs.*
22. Q. **Where do you want the Licenses and Permits? Section C or Section F?**
- A. *Submit the licenses and permits in Section C.*
23. Q. **Does the County prefer to have one provider cover all the regions?**
- A. *No, the County does not prefer to have one provider cover all regions.*
24. Q. **Is the current provider of this contract the same in all four regions?**
- A. *Yes, the current provider is the same in all four regions.*
25. Q. **Is the County satisfied with the current provider(s)?**
- A. *Yes, the County is satisfied with the current provider.*
26. Q. **Does the County have a preference for not contracting with an agency that has an FFA?**
- A. *The County has no preference as to which agency will provide PS-MAPP services.*
27. Q. **On page 7, 7.2, it states, "Proposer must be certified to do business in the State of California. A certified original copy (with red stamp of the Secretary of State) of Statement of Information should be included in the submission of proposal." Is there a good reason a copy of this couldn't be**

submitted with the proposal and the original with the red stamp be provided if we get the contract? (We are trying to watch our costs, as I'm sure you can appreciate, and when you're down to the last one, it is quite expensive to get more unless you take the full 6-8 weeks to get them.

A. *An original SOI must be submitted with the proposal for county to verify all documents submitted in the proposal.*

28. Q. **On page 29, 2.4.8.2, it states "Corporation (profit or non-profit) - If Proposer is a corporation, Proposer must submit certified copies of its Articles of Incorporation; Statement of Information (SOI); Fictitious Business Name Statement, and other applicable documents if any." I understand this to mean we must submit a copy of our Articles of Incorporation that has been stamped by the Secretary of State. Is that correct?**

A. *Yes, proposer is to submit a certified copy of the Articles of Incorporation by the Secretary of State.*

29. Q. **Then we must submit the Statement of Information (SOI), and I assume this is the same one as noted on page 7, 7.2. Is that correct?**

A. *Yes, the SOI is the same one noted in the PS-MAPP RFP, Section 7.0, subsection 7.2.*

30. Q. **Then we must submit a copy of a Fictitious Business Name Statement if we have one and copies of any other applicable documents, if any. Is that correct for a non-profit corporation that does business only in California?**

A. *Yes, you are to submit a Fictitious Business Name Statement if you have one.*

31. Q. **On page 29, 2.4.8.3, What is different about this from 2.4.8.2? Is there another document that a non-profit corporation that does business only in California must submit based on this section? These sections of 7.2, 2.4.8.2 and 2.4.8.3 are very confusing. Please clarify and be specific on what exactly is needed to meet the requirements of these three sections.**

A. *PS-MAPP RFP, Part A, Section 7.0, Subsection 7.2 requires a proposer to be certified to do business in the State of California.*

PS-MAPP RFP, Part C, Section 2.0, Subsection 2.4, Paragraph 2.4.8, sub-paragraph 2.4.8.2 applies to corporations. PS-MAPP RFP, Part C, Section 2.0, Subsection 2.4, Paragraph 2.4.8, Subparagraph 2.4.8.3 is required for agencies that are not corporations.

Therefore, an agency must meet the minimum requirement in PS-MAPP RFP, Part A, Section 7.0, and submit documentation to comply with either PS-MAPP RFP, Part C, Section 2.0, Subsection 2.4, Paragraph 2.4.8, sub-paragraph 2.4.8.2 or PS-MAPP RFP, Part C, Section 2.0, Subsection 2.4, Paragraph 2.4.8, Subparagraph 2.4.8.3.

32. Q. On page 29-30, 2.4.8.4, are these forms that a non-profit corporation that does business only in California has to have? If so, what exactly are the two documents called?

A. Refer to Addendum No. 1, Section 2.0, Subsection 2.4, Paragraph 2.4.8, Subparagraph 2.4.8.4.

33. Q. On page 88, 2.3.1, it states, "Proposers who demonstrate the ability to offer matching funds either in-kind or cash will be given additional points. Matching funds are not a requirement for submitting a proposal, but will be considered in the overall evaluation." How many additional points are available for matching funds?

A. The allotted points vary and can be up to a maximum of 500 points depending on the amount of matching funds offered.

34. Q. Is there a baseline limit of matching funds that must be reached to get any additional points?

A. The baseline is 1% of your cost proposal prior to the addition of matching funds.

35. Q. On page 128, 1.3.1, it states: "CONTRACTOR is responsible to ensure that employees have obtained a COUNTY ID badge before they are assigned to work in a COUNTY facility. CONTRACTOR personnel may be asked to leave a COUNTY facility by a COUNTY representative if they do not have the proper COUNTY ID badge on their person." I didn't see any place in the contract where it indicated that any of the CONTRACTOR staff would be assigned to work in a county

facility. Will any of the CONTRACTOR staff be assigned to work in a county facility?

A. *No, this is applicable only if they are assigned to work in a county facility.*

36. Q. Can CONTRACTOR arrange to have the trainings carried out at a COUNTY facility?

A. *No, CONTRACTOR cannot arrange to have training sessions at a COUNTY facility.*

37. Q. If so, what would the cost be?

A. *Not applicable.*

38. Q. Who pays for the PS-MAPP Training for the CONTRACTOR staff?

A. *Contractor is responsible for the training.*

39. Q. What is the cost of the Training?

40. Q. How do the proposers access the curriculum and the cost of Master Trainers?

41. Q. Is the current curriculum going to be made available before the contract is awarded?

Answer for questions 39 through 41.

A. *The cost of training the trainers is based on your Cost Proposal and the cost of Master Trainers is negotiated between Contractor and Master Trainer. The curriculum is in PS-MAPP RFP Part H, Statement of Work , Exhibit A-7 PS-MAPP Training Curriculum*

42. Q. On page 179, 8.7.1, it states, "CONTRACTOR shall coordinate the dates, times and locations with each PS-MAPP Training Team prior to submitting the training schedule calendar to the COUNTY Program Manager. The training schedule calendar start dates, days of the week and times of day for each of the training modules shall be staggered to prevent gaps or overlapping of modules." This is also a performance target on page 185, 1.0. Does this mean that there cannot be any

overlapping of training modules within the entire region, even if they're in different SPA's?

A. *Some overlapping may occur.*

43. Q. Even if it is only within the same SPA, how could you accomplish this if you have 9 6-week classes that = 54 weeks and some weeks have major holidays that could interfere?

A. *Some overlapping of start dates may occur. If overlapping is necessary, classes must be of a different language and/or different communities within the SPA. As to holidays, there is flexibility to account for holiday scheduling.*

44. Q. On page 179, 8.8.1 it mentions providing training in other languages. Please tell us the following: Over the past three years, which languages other than Spanish have you had trainings in and in which SPA's?

45. Q. Does the County know what their needs for other languages besides English and Spanish are?

Answer for questions 44 and 45.

A. *No other languages other than Spanish have been offered, only because it hasn't been requested. It is based on the need for the languages spoken by the potential resource parent. County cannot determine that factor.*

46. Q. If translation of training material is required, will the people who own the copyright really allow us to have someone translate the training materials?

A. *Yes, they allow County or Contractor to translate the training materials.*

47. Q. If not, do you know what the cost would be?

A. *No, we do not know the cost for translating the materials.*

48. Q. I don't understand the sample training schedule on page 259. According to that schedule the classes are on one day a week and take three months, not six weeks. How does that fit in with this RFP

A. *The training schedule on page 259 is a sample. For PS-MAPP series held during the week, there are two three-hour sessions typically held on Monday and Wednesday or Tuesday and Thursday, which are completed within six weeks. On Saturdays, two sessions are held for a total of six hours per day for the series to be completed within 6 weeks. There are eleven modules for a total of 33 hours.*

49. Q. **On page 9, section 10.0, Pricing Methodology and Contract Sum. How do you calculate the amount per region spa. I want to make sure our budget is realistic.**

A. *The County cannot provide recommendations to determine your budget, however, you may wish to look at contracts provided in other locations.*

50. Q. **What is the amount that is paid to agencies per series?**

51. Q. **What is the reimbursement rate per series of classes?**

Answer for questions 50 and 51.

A. *The amount paid to agencies per series is based upon the winning proposer's proposal.*

52. Q. **Are the Contractors to provide the training exclusively from the County provided curriculum?**

A. *Yes, Contractors are to provide only the County provided PS-MAPP curriculum.*

53. Q. **If so, will there be any orientation to providers on the curriculum?**

A. *Contractor will be required to solicit the services of a Master Trainer for PS-MAPP services. Referrals to Master Trainers will be provided by DCFS.*

54. Q. **Will DCFS have any role in identifying or referring potential foster and/or adoptive caregiver training team members?**

A. *Yes, DCFS can provide a list of caregivers who may be utilized as foster and/or adoptive caregiver training team members.*

- 55. Q. How many training teams do you anticipate needing per region?**
- A. *The minimum number of training teams is up to the Contractor, however, Contractor must comply with PS-MAPP RFP, Part H, Exhibit A, Statement of Work, Section 8.0, Subsection 8.2, paragraph 8.2.1 (pg. 177) in which each series requires a training team.*
- 56. Q. Where is the current contract posted?**
- A. *It is posted at the Board of Supervisor's website at <http://file.lacounty.gov/bos/supdocs/29742.pdf>.*
- 57. Q. If the County already has an original copy of the Secretary of State document, does that document have to be submitted again for this proposal?**
- A. *Yes, every solicitation needs a new Secretary of State SOI document.*
- 58. Q. Do Resource Families include Kinship Families?**
- A. *No, resource families do not include Kinship Families.*
- 59. Q. Are we required to recruit the participants?**
- A. *Contractor is responsible, however, County will assist in every effort to recruit potential resource and adoptive parents.*
- 60. Q. The 3 hours that are allocated to administrative paperwork, are those 3 hours facilitated by us or by DCFS staff.**
- A. *The 3 hours allocated to administrative paperwork is actually facilitated by both, Contractor and DCFS staff, and is part of the 33 hour series.*
- 61. Q. Why was it decided to only award one contract for each region, and not offer multiple contracts for each region?**
- 62. Q. Is the awarding of 4 separate contracts by Region new for the provision of MAPP training? That is, for the MAPP training currently being provided, were there 4 separate contracts awarded?**

Answer for questions 61 and 62.

- A. *There are not enough funds to cover multiple contracts for each region. Currently there are 4 separate contracts.*
- 63. Q. The training is for County resource families, not FFA resource families.**
- A. *Correct.*
- 64. Q. Must minimum of 20 complete series to be reimbursed?**
- A. *Twenty participants must be required to start a class, but does not necessarily mean 20 must graduate.*
- 65. Q. Are the forms available in electronic form?**
- A. *Yes, you can download on the DCFS website at www.lacdcfs.org.*
- 66. Q. Section 8.8.1 indicates what to do “in the event that no Spanish modules are needed.... How is the need or lack of need for Spanish modules determined?**
- A. *The need for Spanish modules is based on prior year’s historical data.*
- 67. Q. Why not FFA?**
- A. *FFA is not excluded from submitting a proposal for PS-MAPP training. Funding for PS-MAPP training services is specifically for county resource parent and not certified foster parent.*
- 68. Q. How can we access the existing Community College Proposal?**
- A. *Anyone interested in obtaining a copy or copies of each of the proposals must submit a formal Public Records Request to;*

*Gaylee Cabral,
DCFS Litigation Management
425 Shatto Place Room 603
Los Angeles, CA 90020*

or e-mail her at cabral@dcsf.lacounty.gov. Payment may be required for services, including photocopying, researching, identifying, retrieving and refiling the documents.

69. **Q. Are FFA families allowed to attend the training?**
- A. *No, FFA families are not allowed to attend the training. In the event a FFA family is in the training, PS-MAPP RFP, Part H, Statement of Work, Section 8.0, Subsection 8.9, paragraph 8.9.4 indicates . . . “Persons who are certified with a Foster Family Agency **are not authorized** to register and/or attend a PS-MAPP training series without written approval from the COUNTY Program Manager or designee”. Paragraph 8.9.5 also indicates “if CONTRACTOR offers similar or other PS-MAPP trainings to those who are not authorized to participate under this contract, such as FFA certified participants, CONTRACTOR shall not commingle or combine those participants and trainings with the participants and training program covered by this contract.*
70. **Q. Community College Dist had all 4 contracts will current proposer be expected to show stronger financial capability than the Community College Dist in order to win the Bid?**
- A. *Not necessarily Proposer will be expected to show stronger financial capability. This is an open solicitation, and the awards will be given to the winning proposal.*
71. **Q. Part H, Exhibit A 8.9.3.2, if the list is region specific, can a person attend in a different region and if so, how will they get the information of the other contractors?**
- A. *A resource parent will attend a PS-MAPP recruitment orientation and obtain a PS-MAPP schedule of classes for all regions at that time. It is the discretion of the resource parent as to which PS-MAPP region he/she wishes to attend.*
72. **Q. I have had my leadership training with MAPP. Will that be accepted or do I need to do the PS-MAPP.**
- A. *No, MAPP training will not be accepted. The Contractor must be trained in PS-MAPP.*

73. Q. If a proposal is submitted by an FFA, with an MOU from a different County, do they have to have a contract already with LA County? Do you have to have a pre-existing contract with LA County?

A. This is an open solicitation. Winning proposer must have an office in LA County 30 days after the contract award, and provide all training in LA County. Participants must be all residents of LA County.

74. Q. Where does LA County DCFS require the training facilities to be located? Does LA County require the training to take place in only those specified regions?

A. PS-MAPP RFP, Part H, Statement of Work, Section 8.0, Subsection 8.1, Training facilities are to be within the SPA in the Region for which the award is given. Training to take place only to those specified regions.

75. Q. What are the Regions and where can we look that information up?

A. Refer to the Statement of Work, Section 8.2.1, pg 177 and the Exhibit A-4 pg 191.