



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

October 17, 2008

Dear Service Providers, Prospective Contractors and Interested Parties:

Board of Supervisors
GLORIA MOLINA
First District
YVONNE B. BURKE
Second District
ZEV YAROSLAVSKY
Third District
DON KNABE
Fourth District
MICHAEL D. ANTONOVICH
Fifth District

ADDENDUM NUMBER EIGHT TO REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ) CMS# 07-021/023 FOR FOSTER FAMILY AGENCY/GROUP HOME FOSTER CARE SERVICES

Addendum Number Eight is issued by the County of Los Angeles Department of Children and Family Services (DCFS) to all holders of the Foster Family Agency/Group Home Foster Care Services RFSQ CMS #07-021/023 released August 31, 2007. Addendum Number Eight amends sections of the RFSQ as provided below.

- I. RFSQ, Section 3.0 – Instructions to Prospective Contractors, Sub-section 3.7 – Preparation and Format of the SOQ, Sub-paragraph 3.7.5 – Required Documents, Sub-paragraph 3.7.5.1: number C11 is amended to read as follows:

- C11. In separate binders, prospective Contractor shall submit their current CCLD approved Program Statement for each program. All requests for modifications to the CCLD approved Program Statements are required with the SOQ submission on 2/29/08. The exception is the FFA Program Statement that must reflect the inclusion of the Adoptions component 11 months after the FFA contract execution.

~~No contract will be executed until CCLD and the County has approved the Program Statement modifications. No contract will be executed when there is a Program Statement modification pending CCLD approval. Because current contracts expire on 10/31/08, notwithstanding other SOQ requirements, current GH and FFA contractors must provide verification of CCLD approval of Program Statement modifications prior to 10/31/08 to ensure provision of placement services to the County without lapse. (DCFS Programs will work with CCLD to ensure timely review and verification of Program Statement modification approvals.)~~ Current contracts expire October 31, 2008. The deadline to submit verification of CCLD approval of Program Statement modifications to Contracts Administration is extended to December 31, 2008.

"To Enrich Lives Through Effective and Caring Service"

II. RFSQ, Section 3.0 – Instructions to Prospective Contractors, Sub-section 3.8 SOQ and Program Statement Submission, Sub-paragraph 3.8.1 is amended to read as follows:

- 3.8.1 The complete original SOQ and two (2) copies labeled as Copy #1 and Copy #2, of the complete SOQ shall be submitted. The original SOQ shall be typewritten or word-processed with a one (1) inch margin on all sides on 8 1/2" x 11" white bond paper. Each SOQ (including copies) shall be placed in separate three-ring binders for a total of three, three-ring binders. Each binder shall have tabs for each section letter of the SOQ. SOQs and all documents submitted in connection with this RFSQ shall be securely bound in a three-ring binder which can be easily opened and closed, for the removal of material by COUNTY, identified by prospective Contractor as "Trade Secrets", "Confidential", or "Proprietary". No paper clipped, stapled, or rubber banded documents shall be accepted. All SOQ pages shall be clearly and consecutively numbered. The original SOQ binder and the two copies shall be clearly labeled with the name and address of the prospective Contractor.

Two complete copies of the organization's currently CCLD approved Program Statement for each FFA program and three complete copies of the organization's currently CCLD approved Program Statement for each GH program, shall also be submitted with the SOQ submission on 2/29/08.

All requests for modifications to the CCLD approved Program Statements are required with the SOQ submission on 2/29/08. The exception is the FFA Program Statement that must reflect the inclusion of the Adoptions component 11 months after the FFA contract execution.

~~No contract will be executed until CCLD and the County has approved the Program Statement modifications. No contract will be executed when there is a Program Statement modification pending CCLD approval. Because current contracts expire on 10/31/08, notwithstanding other SOQ requirements, current GHs and FFA contractors must provide verification of CCLD approval of Program Statement modifications prior to 10/31/08 to ensure provision of placement services to the County without lapse. (DCFS Programs will work with CCLD to ensure timely review and verification of Program Statement modification approvals.)~~ Current contracts expire October 31, 2008. The deadline to submit verification of CCLD approval of Program Statement modifications to Contracts Administration is extended to December 31, 2008. Contractors who do not submit their CCLD approval to Contracts Administration to December 31, 2008, may be deemed in default of the Contract pursuant to the RFSQ, sample FFA and/or GH Contract, Part II: Standard Terms and Conditions, Section 21.0 Events of Default.

Each Program Statement shall be in separate three-ring binders for a total of two, three-ring Program Statement binders for each FFA program, and a total of three three-ring binders for each GH program. Each binder shall be clearly labeled with the name and address of the prospective Contractor, and entitled "Program Statement".

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

Sincerely,

A handwritten signature in black ink that reads "Walter Chan". The signature is written in a cursive style with a prominent initial "W".

Walter Chan, Manager
Contracts Administration

WC:rml:fc