County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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

PATRICIA S. PLOEHN, LCSW
Director

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October 6, 2010

Dear Prospective Contractor:

**ADDENDUM NUMBER SIX TO REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ) EDUCATION CONSULTANT SERVICES (CMS# 09-007)**

The County of Los Angeles Department of Children and Family Services (County) has issued this Addendum Number Six to Request for Statement of Qualifications (RFSQ) Education Consultant Services (CMS# 09-007) to incorporate the revisions as provided below. A prospective contractor's failure to incorporate the requirements of this Addendum Number Six may result in their Statement of Qualifications (SOQ) not being considered, as determined at the sole discretion of the County.

In accordance with Part A, Section 4.2, the County is announcing a new period for submitting Statements of Qualifications (SOQs) under the RFSQ. **RFSQ, CMS# 09-007 contains the following revisions:**

A. Delete in its entirety Subsection 4.1 of Part A, OVERVIEW, and replace with the following revised Subsection 4.1:

4.1 The following timetable represents the County's best estimate of the schedule that shall be followed in this procurement process. County reserves the right, at its sole discretion, to adjust this schedule, as it deems necessary. Notification of any adjustment to the timeline shall be provided to any prospective contractor who requests a copy of the RFSQ.

- Release RFSQ: September 15, 2010
- Submission Deadline for Request for Solicitation Requirements Review: October 26, 2010.
- RFSQ Conference: October 22, 2010
- Questions and Answers Released: October 26, 2010
- Deadline for SOQ Submission: November 9, 2010
- Anticipated Contract Start Date: on or about June 1, 2011

B. Delete in its entirety Subsection 5.1 of Part A, OVERVIEW, and replace with the following revised Subsection 5.1:

5.1 In order to assist and provide clarification on any issues related to the RFSQ a conference has been scheduled for **Friday, October 22, 2010 at 1:30 p.m. in the 4th floor Conference Room.**

Attendance at the conference is optional for prospective contractor, but is ***STRONGLY*** *recommended.*

DCFS Headquarters
425 Shatto Place, 4th floor Conference Room
Los Angeles, California 90020

C. Delete in its entirety Subsection 5.2 of Part A, OVERVIEW, and replace with the following revised Subsection 5.2:

5.2 Prospective contractor may submit written questions regarding this RFSQ by mail, fax, or e-mail to the Contract Analyst identified below. All written questions must be received by **Tuesday, October 26, 2010 by 5:00 PM**. No questions will be accepted after this date.

D. Delete in its entirety Section 8.0, CONTRACT PERIOD AND RECOMMENDATION OF AWARD, of Part A, OVERVIEW, and replace with the following revised Section 8.0:

**8.0 CONTRACT PERIOD AND RECOMMENDATION OF AWARD**

The term of each proposed Contract will be from date of execution through June 30, 2011 with two, one-year options to renew the Contract at the sole option of the County. Contract is scheduled to commence on or about June 1, 2011, 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 RFSQ and the start date may vary from that stated.

E. Delete in its entirety Subsection 2.1 of Part B, RFSQ GENERAL INFORMATION, and replace with the following revised Subsection 2.1:

2.1 The request for a Solicitation Requirements Review is received by the department by the end of the 12th business day from the release date of the RFSQ or by Friday, October 26, 2010, which ever is later.

F. Delete in its entirety Subsection 3.1 of Part C, INSTRUCTIONS TO PROPOSERS, and replace with the following revised Subsection 3.1:

3.1 The closing date and time for SOQ submission is **Tuesday, November 9, 2010 at 5:00 PM.** It is the sole responsibility of the prospective contractor to see that its SOQ is received before the submission deadline. Prospective contractor shall bear all risks associated with delays in the U.S. Mail or other courier service. Any SOQs received after the scheduled closing time for receipt of SOQs may be returned to the sender unopened, at the County's sole discretion.

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

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

Sincerely,

Ron Rios, Assistant Manager
Contracts Administration

RR:MR