



PHILIP L. BROWNING
Director

County of Los Angeles DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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June 2, 2015

Request for Information (RFI) Transitional Shelter Care Facility & Licensed Operator

Los Angeles County (County) is seeking a provider to implement a new transitional shelter care for youth and children awaiting placement. The County and the State have agreed that a licensed facility where children and youth would remain up to 72 hours will best meet the needs of these children. The Children's Welcome Center (CWC) and Youth Welcome Center (YWC) located at LAC+USC Medical Center campus allow the County to divert children and youth to a separate, child friendly environment in a comfortable facility, serving children and youth who have experienced a placement disruption (on a current open case) or have just been detained by DCFS from their biological families and are in need of a placement; in a safe environment.

The licenses will span a three-year period, with the possibility of extensions in three month increments. The operating conditions which will govern both facilities are attached as Scope of Services Summary, Attachment I.

The County is evaluating the feasibility of operating these centers from locations outside of the LAC+USC Medical Center campus. In particular, the County is evaluating the following options:

1. Engaging one or more contractors to provide and operate the facilities. This route will require any contractors to obtain licensure. The timeframe for submitting the application for licensure is IMMEDIATE. The County would assist with this process.
2. Leasing one or more facilities out of which the County would operate the Welcome Centers.

The requirements for the contractor-operated facilities are as follows:

1. Contractor(s) must be willing to obtain licensure through Community Care Licensing for transitional shelter care to temporarily house dependent children and youth up to 72 hours pending the identification of a permanent placement. The County will actively work with contractors to develop plans of operation and apply for licensure.
2. Contractor(s) must develop the capacity to house a minimum of 20 children and youth for up to 72 hours in each of the categories, below, in accordance with California Department of Social Services, Community Care Licensing guidelines:
 - a. Infants and Toddlers ages 0-4.
 - b. School children, ages 5-19 (provided the youth are in school).
 - c. Non-minor Dependents, re-entering the foster care system age 18-21.

"To Enrich Lives Through Effective and Caring Service"

The following timeframes are included in the County's agreement with the State:

1. Submission of applications for licensure: July 2, 2015.
2. Approval/Response from State: 30 days after submission of applications for licensure.
3. Period of Provisional Licensure: 90-180 days from provisional approval of applications for licensure.
4. Term of licenses: Three years.

The requirements for leased space (facilities to be operated by the County) are as follows:

1. The leased space must have a minimum of 29,020 square feet.
2. The leased space must be able to be licensed.
3. The leased space must be in Los Angeles County.

The reimbursement for services may be based on negotiated cost between DCFS and Contractor(s) or be cost reimbursement.

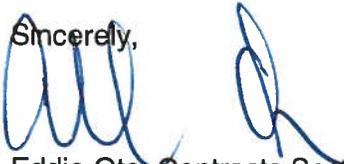
Organizations interested in engaging in either option one or two above are invited to submit Attachment II – Questionnaire, to:

Department of Children and Family Services
Contracts Administration Division
Attn: Transitional Shelter Care Facility
425 Shatto Place, Room 401
Los Angeles, CA 90020

The deadline for submitting Attachment II – Questionnaire is **12:00 noon, Thursday, June 11, 2015.**

Please submit any questions to: Jose Ramos, Contract Analyst, at ramosj2@dcfs.lacounty.gov.

Sincerely,



Eddie Ota, Contracts Section Manager

Attachments

SCOPE OF SERVICES SUMMARY

Purpose:

The proposed facility and/or facilities would be a licensed 72-hour transitional shelter care facility where dependent and neglected children ages from two (2) days to 21 years of age who have been removed from their parent(s) or guardian(s) due to abuse and/or neglect, and who are awaiting an appropriate placement. The facility would operate on a 24/7 basis.

The goal for the contractor will be to provide care and supervision for children awaiting placement for periods up to 72 hours. One of the primary goals of this placement is to reduce the trauma of removal and/or placement disruption by providing a safe place with caring staff for children, and thus allow for DCFS to focus on finding the most appropriate placement.

The facility staff will make every attempt to minimize the mental and emotional trauma experienced by the child and his parents/caretakers, as a result of their sudden separation from each other, and because of circumstances which led to the child's removal. Further, the facility staff will care for the child and prepare them for out-of-home placement, or for any other plan developed for him/her, to include returning to their parents/guardians' custody.

There will be important objectives considered when a child is admitted to the facility, and one of the primary objectives is to ensure that the time spent at the facility is as brief as possible. The facility will admit only those children who cannot be cared for in the home of parents, relatives, or with an emergency shelter foster parent. A further objective is to provide a treatment oriented setting where emphasis is placed on providing children with a supportive and nurturing setting, in which the trauma experienced as a result of having been abused, neglected, or abandoned and removed from their homes is immediately addressed. With a direct service, assessment and crisis intervention capability, the facility staff working in a multi-disciplinary team approach, will formulate objectives and goals, which will assist the child after he/she leaves the facility to a more permanent placement. Additionally, the facility will have the capability to respond to Court requirements at all times.

Capacity:

A minimum of 20 for ages 0-11.

A minimum of 20 for ages 12-21.

Teenage parent(s) and their infant(s) would also need to be able to remain together.

**COUNTY OF LOS ANGELES
DEPARTMENT OF CHILDREN AND FAMILY SERVICES
TRANSITIONAL SHELTER CARE FACILITY & LICENSED OPERATOR AGES 0-21
QUESTIONNAIRE
(This is not a Solicitation)**

DATE:	
NON-PROFIT NAME:	PHONE NUMBER:
ADDRESS:	
CONTACT PERSON'S NAME:	PHONE NUMBER:
CONTACT PERSON'S E-MAIL:	

Entity Information		Yes	No
1.	Is your organization currently able to immediately provide Foster Family Agency or Group Home Emergency Shelter Care services for children ages 0-21? (If yes, please provide supporting document to verify.)	<input type="checkbox"/>	<input type="checkbox"/>
2.	Does your organization have recent experience providing either Foster Family Agency or Group Home emergency shelter care services to children between the ages 0-21? (If yes, please provide supporting document to verify.)	<input type="checkbox"/>	<input type="checkbox"/>
3.	Does your organization currently have a California Department of Social Services Community Care Licensing Division Transitional Shelter Care facility license to provide transitional shelter care services to children and youth ages 0-21? (If yes, please provide a copy of the Transitional Shelter Care facility license.)	<input type="checkbox"/>	<input type="checkbox"/>
4.	Does your organization currently have a California Department of Social Services Aid to Dependent Families with Children – Foster Care Rate Letter to provide Foster Family Agency emergency shelter care services to children ages 0 -21? (If yes, please provide supporting document to verify.)	<input type="checkbox"/>	<input type="checkbox"/>
5.	Does your organization currently have a California Department of Social Services Aid to Dependent Families with Children –Foster Care Rate Letter to provide Group Home Emergency Shelter Care Services to children ages 0 to under six? (If yes, please provide supporting document to verify.)	<input type="checkbox"/>	<input type="checkbox"/>
6.	Does your organization currently have a California Department of Social Services Aid to Dependent Families with Children –Foster Care Rate Letter to provide Group Home Emergency Shelter Care Services to children ages 6-12? (If yes, please provide supporting document to verify.)	<input type="checkbox"/>	<input type="checkbox"/>
7.	Is your organization financially viable? (If yes, please provide supporting document to verify.)	<input type="checkbox"/>	<input type="checkbox"/>
8.	Does your organization have accounting and contracting staff who manage contracts? (If yes, please provide supporting document to verify.)	<input type="checkbox"/>	<input type="checkbox"/>

***AT A LATER TIME, DCFS WILL REQUEST SUPPORTING INFORMATION REGARDING PROSPECTIVE CONTRACTOR'S QUALIFICATIONS.**

I hereby acknowledge that the foregoing response to this Statement of Eligibility and Interest Questionnaire is truthful and accurate.

Submitted by:

(Print Name of Authorized Official)

(Signature of Authorized Official and Date)