

**ADDENDUM ONE TO THE REQUEST FOR PROPOSALS:
AAA-FCSP-1317
FOR THE PROVISION OF FAMILY CAREGIVER SUPPORT PROGRAM (FCSP)
POSTED: November 14, 2012**

This Addendum One to the Family Caregiver Support Program (FCSP) Request for Proposals (RFP), released by County of Los Angeles Community and Social Services on October 26, 2012, amends the following sections as specified below:

1. RFP, Sub-paragraph 1.4.7, Minimum Mandatory Requirements, is hereby deleted and replaced as follows:

1.4.7 Proposers shall demonstrate the ability to match a minimum 25% of its grant amount for the term of the Contract pursuant to the criteria in Appendix B (Statement of Work) Sub-paragraph 6.1 – Matching Share.

2. RFP, Paragraph 2.7, Preparation of the Proposal, is hereby deleted and replaced as follows:

2.7 A complete FCSP Proposal shall include a Business Proposal and Cost Proposal. A Business Proposal includes both required forms and narratives detailing Proposer's qualifications and Program Proposal. A Cost Proposal includes a detailed budget and a budget narrative. The Business and Cost Proposals shall be bound together in one three (3) ring binder and submitted in the prescribed format. An original Business and Cost Proposal and five (5) copies, a total of six (6) binders, shall be submitted as specified in Paragraph 2.10 – Proposal Submission, of this RFP.

3. RFP, Sub-paragraph 2.7.3, Preparation of the Proposal, is hereby deleted and replaced as follows:

2.7.3 Each section of the Business and Cost Proposal shall be tabbed and clearly identified in the table of contents and shall follow the order specified in Paragraphs 2.8 – Business Proposal Format, and 2.9 – Cost Proposal Format, of this RFP. All attachments must be attached immediately after the section to which Proposer is responding.

4. RFP, Sub-paragraph 2.8.7, Proposer's Green Initiative, is hereby deleted and replaced as follows:

2.8.7 Present a description of proposed plan for complying with the green requirements as described in Appendix A (Sample Contract) Exhibit A Paragraph 20.0 – Green Initiatives, of the SOW. Describe your agency's current environmental policies and practices and those proposed to be implemented.

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5. RFP, Sub-paragraph 2.8.9, Business Proposal Required Forms, is hereby deleted and replaced as follows:

2.8.9 Proposal shall include all completed, signed (if applicable), and dated forms identified in Appendix D (Required Forms).

Exhibit 5 Certification Of No Conflict of Interest

Exhibit 6 Familiarity With The County Lobbyist Ordinance Certification

Exhibit 7 Request for Local SBE Preference Program Consideration and CBE Firm/Organization Information Form

Exhibit 8 Proposer's EEO Certification

Exhibit 9 Attestation Of Willingness To Consider GAIN/GROW Participants

Exhibit 10 Contractor Employee Jury Service Program Certification Form and Application for Exemption

Exhibit 11 Charitable Contributions Certification

Exhibit 12 Transitional Job Opportunities Preference Application

Exhibit 13 Certification Of Compliance With The County's Defaulted Property Tax Reduction Program

Exhibit 14 Certification Of Independent Price Determination And Acknowledgement Of RFP Restrictions

6. Appendix B to the RFP (Statement of Work) Sub-paragraph 19.3.2, Multipurpose Senior Centers, is hereby deleted and replaced as follows:

19.3.2 If the amount of award exceeds thirty thousand dollars (\$30,000), the fixed period of time shall not be less than three (3) years from the date the Contract, terminates or expires, and increased one (1) year for each additional ten thousand dollars (\$10,000), or part thereof, to a maximum adjustment factor of seventy five thousand dollars (\$75,000).

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7. Appendix B to the RFP (Statement of Work), Sub-paragraph 21.4.2.2, Contract Document Deliverables, is hereby deleted and replaced as follows:

21.4.2.2 Contractor's resolution, order, motion, or other authorization shall contain the following elements: reference this Contract; identify Contractor's Authorized Representative who will execute the original Contract, and any subsequent amendments to this Contract; and approve and accept Contract Funds (as identified in Exhibit J – Definitions of the Contract). In the event that there is a change in Contractor's Authorized Representative, Contractor shall provide County a revised resolution, order, motion or other authorization which reflects the new Authorized Representative within five (5) days of being approved by the Governing Body.

8. Appendix D to the RFP, Exhibit 4, Prospective Contractor List of Expired or Terminated Contracts, is hereby deleted and replaced with Exhibit 4, Prospective Contractor List of Expired or Terminated Contracts, attached hereto.

REQUIRED FORMS - EXHIBIT 4

PROSPECTIVE CONTRACTOR LIST OF EXPIRED OR TERMINATED CONTRACTS

Contractor's Name: _____

List a minimum of five (5) contracts that have expired or terminated within the past five (5) years.

1. Name of Firm	Address of Firm	Contact Person	Telephone # ()	Fax # ()
Name or Contract No.		Reason for Expiration or Termination:		
2. Name of Firm	Address of Firm	Contact Person	Telephone # ()	Fax # ()
Name or Contract No.		Reason for Expiration or Termination:		
3. Name of Firm	Address of Firm	Contact Person	Telephone # ()	Fax # ()
Name or Contract No.		Reason for Expiration or Termination:		
4. Name of Firm	Address of Firm	Contact Person	Telephone # ()	Fax # ()
Name or Contract No.		Reason for Expiration or Termination:		
5. Name of Firm	Address of Firm	Contact Person	Telephone # ()	Fax # ()
Name or Contract No.		Reason for Expiration or Termination:		