

**ADDENDUM ONE TO THE REQUEST FOR PROPOSALS:  
AAA-FCSP-0913  
FOR THE PROVISION OF FAMILY CAREGIVER SUPPORT PROGRAM (FCSP)  
POSTED: FEBRUARY 25, 2009**

The purpose of this Addendum is to amend sections of the Family Caregiver Support Program (FCSP) Request for Proposals (RFP) and Exhibits as a result of an oversight during the writing of this RFP released January 30, 2009, and to clarify the Questions and Answers (Q&A) document posted on the Community and Senior Services (CSS) website on February 19, 2009.

Addendum One to the FCSP RFP shall result in the following revisions:

1. RFP, Section 2.8.3.B.1, page 29, has been revised to read as follows:
  - Proposer must provide as references, a list of contracts or business arrangements where the same or similar scope of services were provided within the last **five (5) years**. It is the Proposer's responsibility to ensure that the firm's name, and point of contact's name, title and phone number for each reference is accurate and current. Proposer should list five (5) references. If Proposer has or has had any contract with CSS within the **last five (5) years**, the Proposer should list at least one of those contracts as a reference. Should the County not be able to obtain information on this contract/business arrangement, the County may deem it a failure to meet minimum mandatory requirements. Proposer must complete the form, Prospective Contractor References, Appendix E, Exhibit 2.

If Proposer does not have five (5) contracts or business arrangements where the same or similar scope of services were provided within the last **five (5) years**, Proposer shall provide a narrative explanation attached to Appendix E, Exhibit 2.

Note: In the first paragraph the word "all" was removed between "a list of" and "contracts." The second paragraph was added for clarity.

2. Appendix B, Statement of Work (SOW), Section 3.3.1.3.1, page 13 of the Statement of Work, has been revised to read as follows:
  - In providing Caregiver Support Group, CONTRACTOR shall utilize the COUNTY'S Client Intake Form, Appendix D, Exhibit 2 of this RFP (Attachment XVIII to the Contract).
    - Unit of Measurement: one session = one hour

Note: Unit of measurement reported time includes preparation, provision of service by a CONTRACTOR to a Client or potential Client(s) and related travel.

  - Maximum Rate of Reimbursement: \$45.00/hour
3. Appendix B, Statement of Work (SOW), Section 3.3.1.4.1, page 14 of the Statement of Work, has been revised to read as follows:

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- In providing Caregiver Training, CONTRACTOR shall utilize the COUNTY'S Client Intake Form, Appendix D, Exhibit 2 of the RFP (Attachment XVIII to the Contract).
4. Appendix D, Exhibit 3 (C) – Budget Area Agency on Aging (AAA) – Contract Period 2009-2013 Family Caregiver Support Program (FCSP) Family Caregiver Services, was replaced in its entirety.

Note: Appendix D, Exhibit 3 (C) was replaced in its entirety to revise page 1 of 6, Budget Summary and page 6 of 6, Other Cost Detail. The revision and replacement of page 1 of 6 and 6 of 6 was to allow for Proposer input and proper calculations. The revised Appendix is now posted on the 01/30/09 AAA Family Caregiver Support Program (FCSP) - RFP page on the CSS website.

5. Revised Appendix D: Appendix D, Exhibit 3 (E) – Budget Area Agency on Aging (AAA) – Contract Period 2009-2013 Family Caregiver Support Program (FCSP) Grandparent/Relative Caregiver Services, was replaced in its entirety.

Note: Appendix D, Exhibit 3 (E) was replaced in its entirety to revise page 1 of 6, Budget Summary and page 6 of 6, Other Cost Detail. The revision and replacement of page 1 of 6 and 6 of 6 was to allow for Proposer input and proper calculations. The revised Appendix is now posted on the 01/30/09 AAA Family Caregiver Support Program (FCSP) - RFP page on the CSS website.

6. The following forms have been revised and are now posted on the 01/30/09 AAA Family Caregiver Support Program (FCSP) - RFP page on the CSS website to note the following:

- Appendix E, Exhibit 1, PROPOSER'S ORGANIZATION QUESTIONNAIRE/AFFIDAVIT – question #6 (top of page) is actually question #1. The form is now in proper numerical order.
- Appendix E, Exhibit 3, PROSPECTIVE CONTRACTOR LIST OF CONTRACT WITH LOS ANGELES COUNTY OR OTHER PUBLIC ENTITY – form has been changed to read “five (5) years” instead of three (3) years.
- Appendix E, Exhibit 4, PROSPECTIVE CONTRACTOR LIST OF TERMINATED CONTRACTS – form has been changed adding the following to the top of the form: “Use additional sheets if necessary.” Form also includes one extra section provided for a reference listing for a total of five (5) instead of four (4).

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7. Regarding questions 69 and 70 of the Area Agency on Aging (AAA) FCSP - RFP Q&A Posting, dated 02-19-09, the County indicated “the current providers under the contract

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titled FCSP” as a reference to those AAA Providers that are currently funded through a contract titled Family Caregiver Support Program for FCSP Services only.

However, there are a total of 25 additional Providers that receive Title III-E funding from the County under different program contracts who provide family caregiver Services to caregivers as well. Those providers are as follows:

- Behavioral Health Services
- City of Gardena
- Just Rite Community Programs, Inc.
- City of Norwalk
- Human Services Association
- Bet Tzedek
- Little Tokyo Service Center
- City of Glendale
- Center for Aging Resources/Heritage Clinic
- Jewish Family Services
- Los Amigos Research and Education
- Lifesteps Foundation
- Partners in Care Foundation
- Wise & Healthy Aging
- AltaMed Health Services
- Antelope Valley Committee on Aging
- City of El Monte
- City of Inglewood
- San Gabriel Valley YWCA/Intervale
- City of Alhambra
- Armenian Relief Society
- Office of Samoan Affairs
- Pasadena/Huntington Hospital Association
- Senior Care Action Network
- Villa Esperanza