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July 30, 2014

ADDENDUM NUMBER 1

**REQUEST FOR PROPOSALS (RFP) FOR
CERTIFIED NEEDLE EXCHANGE PROGRAM SERVICES
(RFP 2014-002)**

On June 19, 2014, the County of Los Angeles Department of Public Health (DPH) released a Request for Proposals (RFP) to solicit proposals from qualified agencies to provide Certified Needle Exchange Program (NEP) Services to residents of one or more of the County Board of Supervisors designated priority areas (which are located outside of the City of Los Angeles boundaries).

As indicated in the RFP, Section 2.5, Proposers' Questions, questions received by the July 10, 2014 deadline and corresponding answers are being issued as part of this Addendum as follows:

Q1: Page 2, Paragraph 1.1.2, Prioritized Services Areas. Can these funds be used to expand an existing Needle Exchange Program site (e.g., extending hours, and days to include weekends) in a non-priority area if we can demonstrate that there is an unmet need (i.e., current level of services do not meet the demand of IDUs in the area)?

A1: Yes. As stated in the RFP, Page 2, Paragraph 1.1.2 Prioritized Service Areas, 2nd Paragraph, "DPH may consider allowing proposers to provide NEP services in other (i.e., non-priority) areas of Los Angeles County, only if the proposer is able to substantially demonstrate that the proposed area contains a significant number of IDUs who do not have access to NEP services."

Additionally, as stated in RFP, Page 4, Paragraph 1.1.4 County-Certified NEP, "All proposers proposing to provide County-certified NEP services must familiarize themselves with County's NEP certification process as outlined in RFP, Appendix P, County of Los Angeles Policies and Procedures for Certified Needle Exchange Programs (September 2013 version), to **determine if they can successfully pass the County's NEP certification process before submitting a proposal** response to this RFP."

Q2. Appendix P, Policies and Procedures, Section 1.01, County Certification, Page 2, Paragraph 4. The section for certification requirements says, "Certification is not time-limited; once programs have been certified, this designation will remain in effect as long as they are found to be in compliance with the County certification protocol. To ensure NEPs remain in compliance with the certification protocol, DPH will conduct a review of certified NEPs twice a year."

If we are proposing to continue to operate at our two certified sites should we leave out all the supporting documents related to certification?

A1: Yes. Appendix P, Policies and Procedures, Section 1.01, County Certification, Page 2, Paragraph 4, states that DPH will conduct a review of certified NEPs twice a year to ensure NEPs remain in compliance with the certification protocol. As such, submission of supporting certification documents is not required.

Addendum Number 1 has been posted on the County of Los Angeles, Department of Public Health Contracts and Grants website at: <http://publichealth.lacounty.gov/cg/index.htm>

Thank you for your interest in contracting with the County of Los Angeles.

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