



CYNTHIA A. HARDING, M.P.H.
Interim Director

JEFFREY D. GUNZENHAUSER, M.D., M.P.H.
Interim Health Officer

313 North Figueroa Street, Room 708
Los Angeles, California 90012
TEL (213) 240-8156 • FAX (213) 481-2739

www.publichealth.lacounty.gov

BOARD OF SUPERVISORS

- Hilda L. Solis
First District
- Mark Ridley-Thomas
Second District
- Sheila Kuehl
Third District
- Don Knabe
Fourth District
- Michael D. Antonovich
Fifth District

August 25, 2015

**ADDENDUM NUMBER 1
TO
REQUEST FOR STATEMENT OF QUALIFICATIONS NUMBER 2015-001
FOR
BIOMEDICAL HIV PREVENTION SERVICES**

On July 23, 2015, the Los Angeles County Department of Public Health (DPH) released a Request for Statement of Qualifications (RFSQ) for Biomedical HIV Prevention Services to secure a pool of qualified licensed medical providers to provide as-needed biomedical HIV prevention services to those at the highest risk for HIV.

This Addendum Number 1 is being issued to make modifications to the RFSQ and to respond to vendors' questions.

This addendum consists of two (2) parts as outlined below:

- PART 1 – Modifications to RFSQ
- PART 2 – Responses to Vendors' Questions

PART 1 – MODIFICATIONS TO RFSQ

As indicated in the RFSQ, Section 1.0, GENERAL INFORMATION, subsection 1.8, County Rights and Responsibilities, DPH has the right to amend the RFSQ by written addendum. This Addendum Number 1 amends the RFSQ as indicated below (revised language is highlighted for easy reference):

RFSQ, Section 2.0, INSTRUCTIONS TO VENDORS, Subsection 2.3, RFSQ TIMETABLE, shall be deleted in its entirety and replaced by the following:

"2.3 RFSQ TIMETABLE

The timetable for this RFSQ is as follows:

- Release of RFSQ 07/23/15
- Request for a Solicitation Requirements Review Due 08/06/15
- Vendors' Questions Due by 3:00 PM (Pacific Time).....08/06/15
- Questions and Answers Released..... 08/25/15
- ***SOQ due by 3:00 PM (Pacific Time)..... 09/02/15**

*SOQs that are submitted after the initial due date and time indicated above shall be considered for review at the convenience of the County.

Note: Statements of Qualifications already submitted in response to this RFSQ do not need to be resubmitted.

PART 2 – RESPONSES TO VENDORS’ QUESTIONS

As stated in the RFSQ, Section 2.5, VENDORS’ QUESTIONS, questions received by the August 6, 2015 deadline and corresponding answers are being issued as part of this Addendum as follows:

SECTION 1.0 – GENERAL INFORMATION

Subsection 1.6, Master Agreement Process

Q1. Can you tell me where to find what the county will pay for with this funding? For example- uninsured only?

A1. Pursuant to RFSQ, Subsection 1.6, MASTER AGREEMENT PROCESS, the objective of this RFSQ process is to secure one or more qualified Vendors to provide biomedical HIV prevention services. Specific tasks, deliverables, etc. will be outlined in each Work Order Solicitation (WOS). Payment for all work shall be either on a time and materials basis or on a fixed price per deliverable basis, subject to the Total Maximum Amount specified on each individual Work Order. Refer to RFSQ Subsections 1.6.1 and 1.6.2 for more detailed explanation of the Master Agreement and WOS process.

SECTION 2.0 - INSTRUCTIONS TO VENDORS

Subsection 2.7, Preparation and Format of the SOQ

Q2. Is there a page limit for the narrative sheets that can be attached to Exhibit 3 – Vendor’s Minimum Qualifications Form?

A2. No. Pursuant to RFSQ, Appendix A, Required Forms, Exhibit 3, Vendor’s Minimum Qualifications Form, vendors may attach additional sheets as necessary.

Q3. Our organization has several health plan contracts - the requirement that all health plan contracts be attached will result in an unwieldy amount of paper being submitted. Is it ok to submit just the first and last pages of each contract?

A3. Pursuant to RFSQ Subsection 2.7.2.5, Bill Third-Party Payer, Vendor must submit evidence of eligibility to bill any third-party payer sources (including public/private plans, such as those provided through Covered California, Medicare, or private plans). Documents that should be submitted as evidence include copies of designation letters from State or federal Centers for Medicare and Medicaid Services (i.e., Medicare), contracts with various health plans, and/or Individual Practice Associations or Individual Practice Agreements indicating which health plans providers are participating in. It is

sufficient to supply only that portion of supporting document which clearly demonstrates the arrangement the vendor has with a third-party payer health plan provider.

Q4. Can we include other attachments than what is listed on the checklist (as relevant)?

A4. Yes. Pursuant to RFSQ Subsection 2.7.2.A, Vendor's Background and Experience (Section A.1), vendors should attach all supporting documentation as required in this section A to the Vendor's Minimum Qualifications form, Appendix A, Exhibit 3 to meet the requirement in this section.

Pursuant to RFSQ, Section 1.8, County Rights & Responsibilities, Addendum Number 1 has been posted on the Department of Public Health Contracts and Grants website at: <http://publichealth.lacounty.gov/cg/index.htm> and on the County's website at: <http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>.

Thank you for your interest in contracting with the County of Los Angeles. Except for the revisions contained in this Addendum Number 1, there are no other revisions to the RFSQ. All other terms and conditions of the RFSQ remain in full force and effect.