

Los Angeles County Tobacco Control and Prevention Program (TCPP)

April 6, 2005

RFP #2005-001, RFP #2005-002

ADDENDUM #2

(Included in this addendum are the answers to questions submitted in writing to TCPP after March 25th, 2005)

GENERAL SUBMISSION REQUIREMENTS QUESTIONS AND ANSWERS

1. We are working on our proposal and wanted to know where is a good place to get tobacco data for the City, SPA 4, Downtown, etc. Do you know any sites off the top of your head with prevalence data or smoking related illness?

Please see the LA Health Brief: "*Adult Smoking*", published by the Los Angeles County Office of Health Assessment and Epidemiology. This report, based on data from the 2002-2003 Los Angeles County Health Survey, provides the latest information on adult smoking trends in the County.

<http://lapublichealth.org/wwwfiles/ph/hae/ha/lahealthsmoking.pdf>

2. We have only had two funders in the life of our organization. One funder is the State's Tobacco Control Program. The other funder was L.A. County Tobacco Control Program. Does the fact that we have had only two funders mean that we are disqualified from applying for this RFP?

No, this does not disqualify you from the process. Please submit a justification for not submitting three references. Please note that TCPP will only provide references for contracts held after July, 2001.

3. If the Proposer has never been involved in a project similar to this one, can they still be considered for this contract?

All proposals will be considered for funding if they meet the minimum requirements to apply.

4. If applying for more than one category, must we have additional reference check forms for the second proposal or can we make copies and submit with the second proposal?

The same reference check forms can be submitted for each subsequent proposal.

5. Is it too late to change funding category since letter of intent to apply is already submitted?

No, proposers may change categories after submission of the Intent to Apply Form.

6. How can we review current contracts?

Copies of current contracts can be obtained by mailing or faxing a written request to:
Linda Aragon, 3530 Wilshire Blvd., Suite 800, Los Angeles, CA 90010.
Fax#: (213) 351-2709.

SMOKING CESSATION QUESTIONS AND ANSWERS

1. By establishing smoking cessation programs at three separate sites (serving distinct populations) would we be in compliance with the service requirement whereby we establish smoking cessation clinics in different geographic areas?

The Cessation RFP (#2005-002) requires establishment of a minimum of two smoking cessation clinics, each in a different geographic area. The actual geographic distribution of the clinics will not be determined until the three cessation contracts have been awarded in order to optimize coverage of cessation services across the County of Los Angeles. Therefore, at this point in the RFP process, approval for specific site locations cannot be provided. With this consideration in mind, it is acceptable to *propose* specific clinic locations for the purpose of responding to this RFP.

PHASE MODEL QUESTIONS AND ANSWERS

1. It is our understanding from reading the RFP that a requirement for applying under this category is that we work to assist in the adoption of smoke-free policies in new multi-unit housing developments that have been built "after the smoke-free housing policy has passed in the designated city." (p. 10). As there is not a City of LA smoke-free housing policy (verified for us by the City of LA Housing Office), we are requesting guidance from you on how to proceed with an application in this Category.

On April 5, 2005, the City of Los Angeles adopted a pilot program for establishing "smoke-free units" at multi-unit housing developments. Therefore, it would not be appropriate to select the City of Los Angeles as a focus for this funding category. More generally, however, note that the aim of Funding Category 3 is to work with a selected city to pass a *new* smoke-free multi-unit housing policy rather than to work with a city that has an *existing* policy.

2. Can we select three cities Glendale, Burbank, and Pasadena? For 1 or 3 categories?

At the Proposer's Conference, TCPP recommended that proposals address one city per category. As mentioned in the first addendum, the cities of Pasadena and Long Beach receive money directly from the State Tobacco Control Section. TCPP cannot pay contractors to work on policies already being addressed by Pasadena and Long Beach. Proposers may want to consider working in a city contiguous or close to these cities to avoid the issue of double-funding.

3. There's a rumor circulating that TCP is planning to fund only two housing contracts and three smoke free outdoor contracts. Given that this was not announced at the bidder's meeting nor indicated in the recent addendum received from your office, I find this information quite interesting.

The number of contracts TCPP anticipates funding for each category is stated in Section IV- "Funding Categories" of RFP #2005-001.

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