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June 2, 2011

Dear Proposer:

**ADDENDUM NUMBER 1: REQUEST FOR PROPOSALS FOR RYAN WHITE PROGRAM  
CLIENT BENEFITS ADMINISTRATION SERVICES, RFP #2011-01**

Proposers are advised that, pursuant to Section 6.3 (County Rights & Responsibilities) of the above-referenced Request for Proposals (RFP), the County has the right to amend the RFP by written addendum at any time during the process until the release of results.

Therefore, under the terms and conditions of RFP Section 6.3, this Addendum Number 1 constitutes a written addendum to the RFP for Ryan White Program Client Benefits Administration Services, RFP #2011-01, as follows:

**1. RFP SECTION 1.2 (RFP TIMETABLE)**

Proposers are advised that RFP Section 1.2 (RFP Timetable) is hereby revised and replaced in its entirety with the following:

**RFP Section 1.2 (RFP Timetable) - REVISED**

- Release of RFP .....May 23, 2011
- **Mandatory** Intent to Apply Form Due .....By 3:00 p.m. on May 31, 2011 (no change)
- Proposer’s Written Questions Due .....By 3:00 p.m. on June 10, 2011
- Request for a Solicitation Requirements Review Due .....By 3:00 p.m. on June 15, 2011
- Proposer’s Conference.....June 20, 2011
- Post Proposer’s Conference Questions and Answers Released.....June 30, 2011

**PROPOSALS ARE DUE BY 3:00 P.M. IN PERSON ON JULY 14, 2011  
OR MUST BE POST-MARKED BY JULY 14, 2011 – NO EXCEPTIONS**

**2. RFP SECTION 1.4 (MANDATORY PROPOSER'S CONFERENCE)**

Proposers are hereby advised that the Mandatory Proposer's Conference (PC) outlined in RFP Section 1.4 (Mandatory Proposer's Conference), and scheduled for June 2, 2011, is **canceled** and has been **rescheduled** as outlined below. The PC is no longer mandatory; however Proposers are strongly encouraged to attend.

Proposers are further advised that the written questions received by the revised due date and time specified in Paragraph 1 (RFP Section 1.2 RFP Timetable) of this addendum, and their respective answers, will be released to the attending Proposers at the PC.

Questions posed at the PC, and their respective answers, will be issued as an addendum pursuant to RFP Section 1.14 (RFP Addenda).

**All other terms and conditions pertaining to RFP Section 1.4 remain in effect.**

The PC has been rescheduled as follows:

Date: Monday, June 20, 2011  
Time: 2:00 p.m.  
Location: Office of AIDS Programs and Policy  
600 South Commonwealth Avenue  
9<sup>th</sup> Floor, Conference 927 A/B  
Los Angeles, California 90005  
Parking: Off-site parking only

**3. RFP SECTION 2.0 (PROPOSER'S MINIMUM MANDATORY REQUIREMENTS)**

Proposers are hereby advised that RFP Subsection 2.1.6 (Mandatory Proposer's Conference) is being removed as a minimum mandatory requirement.

**All other terms and conditions pertaining to RFP Section 2.0 remain in effect.**

**4. RFP SECTION 3.1.1 (PROPOSALS SUBMITTED IN-PERSON)**

Proposers are hereby advised that the date and time outlined in RFP Section 3.1.1 (Proposals Submitted In-Person) has been amended as outlined below.

**3.1.1 Proposals Submitted In-Person**

Proposals that are submitted in-person must be delivered by 3:00 p.m. (Pacific Time) by July 14, 2011.

**All other terms and conditions pertaining to RFP Section 3.1.1 remain in effect.**

**5. RFP SECTION 3.1.2 (PROPOSALS SUBMITTED BY MAIL)**

Proposers are hereby advised that the date, outlined in RFP Section 3.1.2 (Proposals Submitted by Mail) has been amended as outlined below.

**3.1.2 Proposals Submitted by Mail**

Proposals that are submitted by mail must be postmarked by July 14, 2011.

**All other terms and conditions pertaining to RFP Section 3.1.2 remain in effect.**

Copies of this addendum are available for download at the following websites:

County of Los Angeles, Doing Business With Us – L.A. County Online website:  
<http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>

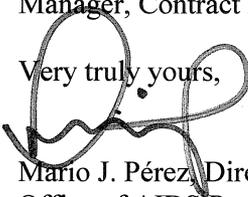
County of Los Angeles, Department of Public Health website:  
<http://publichealth.lacounty.gov/cg/index.htm>

County of Los Angeles, Department of Public Health  
Office of AIDS Programs and Policy  
<http://publichealth.lacounty.gov/aids>

**All other terms and conditions of the RFP, and their applicable appendices/attachments, remain in effect.**

If you have any questions regarding this addendum, please contact Nicole M. Patlán, Solicitations Section Manager, Contract Administration Division, at (213) 351-8368.

Very truly yours,



Mario J. Pérez, Director  
Office of AIDS Programs and Policy

MJP:MG:MC:av/nmp

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c: OAPP Senior Management Team