



LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH
550 S. VERMONT AVE., LOS ANGELES, CA 90020 HTTP://DMH.LACOUNTY.GOV



MARVIN J. SOUTHARD, D.S.W.
Director
ROBIN KAY, Ph.D.
Chief Deputy Director
RODERICK SHANER, M.D.
Medical Director

May 5, 2014

Dear Prospective Proposer:

**ADDENDUM NUMBER ONE (1) REVISING THE
REQUEST FOR PROPOSALS FOR
PROJECTS FOR ASSISTANCE IN TRANSITION
FROM HOMELESSNESS (PATH) PROGRAM SERVICES
(BID# DMH030414B1)**

The Los Angeles County Department of Mental Health (DMH) is issuing Addendum Number One (No. 1) to the Request for Proposals (RFP) for the Projects in Assistance in Transition from Homelessness (PATH) Program, Bid No. DMH030414B1.

The following revisions are being made to the PATH RFP:

1. Part 2.0: Proposal Submission Requirements

- Section 2.4, RFP Timetable, Mandatory Proposers' Conference: shall be amended from March 25, 2014 to **May 27, 2014**.

2. Part 2.0: Proposal Submission Requirements

- Section 2.4, RFP Timetable, Mandatory Letter of Intent: shall be amended from April 3, 2014 to **June 5, 2014**.

3. Part 2.0: Proposal Submission Requirements

- Section 2.4, RFP Timetable, Deadline for Proposal Package Submission: shall be amended from Tuesday, April 8, 2014 to Tuesday, **June 17, 2014 at or before 12:00 P.M. P.S.T.**

4. Part 2.0: Proposal Submission Requirements

- Section 2.6, Mandatory Proposers' Conference: the date shall be amended from Tuesday, March 25, 2014 to:

**Tuesday, May 27, 2014
9:00 a.m. (Registration)
9:30 a.m. to 11:30 a.m.**
**Los Angeles County Department of Public Social Services
Human Resources Division
Equitable Plaza
3435 Wilshire Boulevard, Suite 200
Los Angeles, California 90010
(213) 639-5522**

Please note: DMH will not validate parking. Public Parking is available across the street from the **Equitable Building** at the Central Plaza Parking Lot on Mariposa Avenue, south of Wilshire.

5. Part 2.0: Proposal Submission Requirements

- Section 2.7, Mandatory Letter of Intent (Subsection 2.7.1): the due date shall be amended from Thursday, April 3, 2014, which is seven (7) days (excluding holidays) after the Proposers' Conference, to **Thursday, June 5, 2014.**

6. Part 2.0: Proposal Submission Requirements

- Section 2.8, Proposers' Questions (Subsection 2.8.1): Shall be amended from: Proposers may verbally ask questions at the Proposers' Conference on Tuesday, March 25, 2014, during the question and answer session, to **Proposers may verbally ask questions at the 2nd Proposers' Conference on Tuesday, May 27, 2014, during the question and answer session.**

7. Part 2.0: Proposal Submission Requirements

- Section 2.9, Submission of Proposal Package (Subsection 2.9.2): the deadline for submitting the Proposal Package shall be amended from: Tuesday, April 8, 2014 at or before 12:00 P.M. (P.S.T) to **Tuesday, June 17, 2014 at or before 12:00 P.M., P.S.T., addressed to:**

**County of Los Angeles – Department of Mental Health
Contracts Development and Administration Division (CDAD)
550 South Vermont Ave, 5th Floor Room 500
Los Angeles, CA 90020**

8. **Part 2.0: Proposal Submission Requirements**

- Section 2.11, Proposal format, shall be amended to include the following language: **The proposal must follow the content and sequence mentioned above. Failure to follow this format and sequence order of sections in the Proposal may result in disqualification or a lower Proposal evaluation score. Proposers will only receive points for responses that are labeled, numbered, and placed in the appropriate section in accordance with the format of this Proposal. Points will not be awarded to responses that are not numbered, labeled, and are placed in the wrong sections/subsections.**

All agencies that intend to submit a Proposal are required to attend the second Mandatory Proposers' Conference and submit a Letter of Intent and adhere to the following:

1. If an agency submitted a Proposal and **met** the Minimum Mandatory Requirements (MMRs), there is no need to resubmit a new Proposal; however, if the Agency wishes to make any revisions to the Proposal, the Agency may pick up the eight (8) copies of the Proposals and resubmit eight (8) revised copies, one "Original" copy and a Compact Disc (CD) by the new due date. The "Original" copy of the Proposal will be retained by DMH.

In the event that the agency does not wish to make any revisions to their Proposals, the agency must submit a letter indicating that they wish to keep their submission as is. The letter must be received at or before 12:00 p.m. (P.S.T.) on Thursday, **June 5, 2014**. The letter must be addressed to:

County of Los Angeles – Department of Mental Health
Contracts Development and Administration Division
550 South Vermont Avenue, 5th Floor Room 500
Los Angeles, CA 90020

Please note: No facsimile (fax) or electronic mail (e-mail) copy will be accepted.

2. If an agency submitted a Proposal and **did not** meet the MMRs, the eight (8) copies of the Proposals may be picked up and resubmitted by the new due date; eight (8) revised copies, one "Original" copy, and a CD. The "Original" copy of the Proposal will be retained by DMH.

3. If an agency did not submit a Proposal, the agency may submit eight (8) copies, one "Original" copy, and a CD, of the Proposal by the new due date addressed to:

County of Los Angeles – Department of Mental Health
Contracts Development and Administration Division
550 South Vermont Avenue, 5th Floor, Room 500
Los Angeles, CA 90020

Except as provided by this addendum, all other terms and conditions of the PATH RFP shall remain unchanged.

Sincerely,



Richard Kushi
Chief, Contracts Development and
Administration Division

RK:MF:cp

c: Robin Kay, Ph.D.
Margo Morales
District Chiefs

Maria Funk, Ph.D.
Stephanie Reagan
Jason Carnevale

Vincent Amerson
Claudia Pineda