



September 10, 2019

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**WORK ORDER SOLICITATION SHSMA-WOS_IHS-003
FOR ENHANCED EMERGENCY SHELTER PROGRAM
ADDENDUM NO. 1**

This Addendum No. 1 to the Work Order Solicitation (WOS) for Enhanced Emergency Shelter Program (EESP) provides responses to the written questions received on or before September 3, 2019.

As indicated in the WOS, Section 5.0 - Respondent Questions, the responses to respondents' submitted questions are provided below.

Question 1: We've operated two Sober Living Facilities in Lancaster for the past 7 years, but they are not EESP sites. Verifying if we still qualify to apply for this WOS?

Answer 1: Refer to WOS, Section 3.0 – Minimum Requirements and 6.2 – Minimum Requirements and Exhibit 3 – Additional Requirements.

Question 2: Do we have to have a site identified to respond to the work IHS-EESP order solicitation?

Answer 2: Yes.

Question 3: Section 6.2.1: Our interpretation is that we don't need to respond to this item because we have direct contracts with DHS to provide EESP services ourselves. Can you confirm that we do not need to provide references in this case?

Answer 3: Refer to Section 6.2.1, all Respondents, shall submit contact information of contractors your agency has provided EESP services.

Question 4: Section 6.3.2: Two years ago, we went through this process to obtain an EESP contract and the required narratives were responses to a questionnaire.

a) Would you like a similar type of response under Section 6.3.2, but in this case just to follow the outline of the Statement of Work document rather than directly responding to questions?

b) Are there any formatting or length restrictions?

Answer 4: a) The implementation plan should be a narrative with a timeline describing how your agency will commence and implement services as described in the WOS, Exhibit 1 – SOW.

b) No.

Question 5: Section 5.0: We are currently applying for a Master Agreement. In the meantime, how do we access the responses to these questions, since the WOS states that responses will be emailed to all current Supportive and /or Housing Services Master Agreement (SHSMA) contractors?

Answer 5: Responses will be posted on the Los Angeles County, Department of Health Services, Contracts and Grants website <http://dhs.lacounty.gov/wps/portal/dhs/cq/>. The link will also be sent to the Agencies that submitted questions.

Question 6: We are in escrow on a 60-bed facility in Service Planning Area (SPA) eight that should close within the next 3 to 4 weeks. How can we write for the solicitation we already have the SHSMA?

Answer 6: Refer to the WOS, Section 3.0 – Minimum Requirements, all Respondents must meet the Minimum Requirements at the time of submission.

Question 7: If an agency feels that their financials may not be strong enough, will it prevent prohibit them from being awarded the solicitation?

Answer 7: Refer to the WOS, Exhibit 3 – Additional Requirement, Number 12, Respondent shall demonstrate financial viability.

Question 8: If an agency was just approved for the eight-year master lease, do they still have to prepare the RSQ for housing and supportive services and the SHSMA?

Answer 8: All Respondents that have a current SHSMA do not have to apply for the SHSMA Request for Statement of Qualifications.