



DEPARTMENT OF MENTAL HEALTH

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April 14, 2021

Dear Prospective Proposer:

ADDENDUM NUMBER ONE REVISING THE REQUEST FOR PROPOSALS FOR CRISIS RESIDENTIAL TREATMENT PROGRAMS (BID NO. DMH121720B1)

The Los Angeles County Department of Mental Health is issuing Addendum Number One to the Request for Proposals (RFP) for Crisis Residential Treatment Programs (CRTPs) BID NO. DMH121720B1 released on December 17, 2020.

The following revisions are being made to the RFP:

1. **Sub-paragraph 2.2.2 Anticipated Contract Term** shall be deleted in its entirety and replaced to read as follows:

2.2.2 Anticipated Contract Term

The Contract term is anticipated to be for one fiscal year with two optional one-year extensions unless County terminates the Contract at its sole discretion in accordance with provision 8.42 of the Contract (Termination for Convenience).

2. **Sub-paragraph 7.9.5.1** shall be deleted in its entirety and replaced to read as follows:

7.9.5.1 Proposer's Background and Experience (Section B.1)

Must provide a summary of relevant background information and documentation to demonstrate that the proposer meets the minimum qualifications stated in Section 3 (Proposer's Minimum Qualifications) of this RFP and has the capability to perform the required services as a corporation or other entity.

This section will be scored on a pass/fail basis. If proposer cannot fully substantiate that they meet the minimum qualifications in Section 3 – Proposer’s Minimum Qualifications, the proposer will be immediately disqualified.

3. **Sub-paragraph 7.9.6** shall be deleted in its entirety and replaced to read as follows:

7.9.6 Proposer’s Budget (Section C - Limit 10 Pages; excludes charts and supporting documentation)

Budget- Prospective Proposers shall provide an estimated budget for services only, for each of the years the Contract is expected to be in effect (one year with two optional one-year extensions). The estimated budget shall include a detailed narrative describing the methodology and/or justification for amounts. Budget documents shall provide the formulas (calculations) showing how each dollar amount that appears on the Budget was calculated. All amounts are to be rounded off to the nearest dollar.

The estimated budget shall be for full occupancy (16 beds) and provide an all-inclusive rate, per Client, that includes the following items:

- 1) All CRTP services as described in Appendix A (Statement of Work);
- 2) Food – three balanced meals per day and two healthy snacks per day;
- 3) Medical waste management;
- 4) Waste management (include garbage and recycling);
- 5) Linen services; and
- 6) Security.

Prospective Proposers shall utilize their own food, medical waste management, waste management, linen, and security vendors for all sites.

Prospective Proposers shall not include any lease/rent expenses, utilities, or building maintenance amounts in the proposed budget. These items will be part of a County lease agreement for each site that is awarded.

The Proposer’s budget shall be scored and will account for 60% (600 max points) of the final score. It will be compared against other submissions and ranked from lowest to highest. The lowest estimated budget amount shall receive the highest score, the second lowest will receive the second highest score, etc.

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All other content will remain the same. No additional information will be provided by DMH staff.

Please contact me at SolicitationsTeam@dmh.lacounty.gov if you have any questions.

Sincerely,

Beatriz Mejia

Beatriz Mejia
Administrative Services Manager II

BM:bm

c: Jo Ann Yanagimoto-Pinedo
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