

# *Solicitations*



## **Los Angeles County Department of Mental Health**

*Contracts Development and  
Administration Division*

*2024*



# Introduction

Contracting is not automatic.

- ❖ The Los Angeles County (LAC) Department of Mental Health (DMH) contracts with various entities for various mental health and mental health related services.
- ❖ Contracting is based on the needs of the community, the needs of the LACDMH, and funding availability.

# Solicitations

- ❖ Competitive solicitations and non-competitive solicitations are released on a flow basis. There isn't a set schedule for their release.
  - Competitive solicitations are released when LACDMH can offer a funded contract.
  - Non-competitive solicitations are usually not funded but serve to develop list(s) of qualified entities that may be solicited later for a funded contract.
- ❖ All open solicitations for LACDMH are posted publicly on the LAC site:
  - [LA County Solicitations](#)and DMH site:
  - [Open Solicitations - Department of Mental Health \(lacounty.gov\)](#)
- ❖ All County solicitations are posted in the LAC site. Enter "mental health" in the search box and all LACDMH solicitations will be listed.



# Solicitations

- ❖ Each solicitation has its own set of requirements and due dates. Please read all included documents thoroughly.
- ❖ Each solicitation has its own lead LACDMH staff person. Please send inquiries to that lead staff only.
- ❖ We are not able to provide information about solicitations that are under development.
- ❖ Vendors are required to register with the County of Los Angeles (LAC) when responding to a solicitation with any LAC Department. Vendors can register online through the Los Angeles County Vendor Registration website at:

[Los Angeles County WebVen](#)

- ❖ We invite you to become a LA County vendor so that you may be solicited by LACDMH and other County departments. As a vendor, you register your agency and your services. Should these services be needed by any County department, you may be alerted about open solicitations.



# Questions and Answers



# Q&A

1. I was told to call the contracts division and would be given a contract. Is this true?

Contracting is not automatic. The contracts division provides information about contracting (*like this handout*) but we do not issue contracts without a formal solicitation process.

2. How often are solicitations released?

Solicitations are released on a flow basis and do not follow any particular schedule. LACDMH releases solicitations based on need and funding availability.

3. Are there specific types of agencies that LACDMH is looking to contract with?

LACDMH contracts with a wide variety of agencies. Some funding sources require specific types of agencies, but such requirements are specified in the solicitation document.

# Q&A

4. I reviewed your open solicitations, but none fit my services. What is my next step?

We encourage you to monitor the solicitations page for new projects. We also invite you to see other County department solicitations as you may find open projects that fit your services there too.

5. Do you fund projects through the Mental Health Services Act (MHSA)?

There is an open Request for Statement of Qualifications (RFSQ) solicitation posted in the LAC solicitations page and the DMH solicitations page. We invite you to review and respond if your agency can provide any of the varied services listed. The solicitation number is DMH#030719B1.

Proposers that meet qualifications will be given an unfunded MHSA Master Agreement (MA) and added to the MHSA MA list. When LACDMH identifies a service need and confirms MHSA funding availability, a competitive solicitation will be released against the MHSA MA list.

# Q&A

## 6. I already have a MHSA Master Agreement. Now what?

When LACDMH identifies a service need and confirms MHSA funding availability, a competitive solicitation will be released, and you may be solicited to compete for a funded contract. We encourage you to let us know if anything about your agency changes (address, phone number, lead contact information, etc.) so that we can keep our files updated.

## 7. What does the solicitation process entail?

The solicitation process varies depending on the type of solicitation, time constraints, funding constraints, etc. The solicitation documents prepared by the Contracts Administration and Development Division include specific requirements and specific instructions to help vendors navigate through the solicitation process. If you have any questions regarding a particular solicitation, please contact the lead LACDMH staff person listed in the solicitation documents.



# Q&A

8. Where can I find general steps/quick reference on how to become a DMH Contractor (General and FFS)?

<https://dmh.lacounty.gov/pc/cp/how-cp/>

9. Where can I find information about small business preference programs?

The Department of Consumer and Business Affairs (DCBA) offers various resources for small businesses in Los Angeles County. Certain programs are set up to certify businesses under certain categories: Local Small Business Enterprise (LSBE), Community Business Enterprise (CBE), Social Enterprise (SE) and Disabled Veteran Business Enterprise (DVBE). Certification under these programs boosts contracting opportunities in LA County. For more information, please connect with DCBA at:

[Preference Programs Guide – Consumer & Business \(lacounty.gov\)](#)

# Q&A

10. I heard that you offer business grants to start or fund a new business. Is this true?

LACDMH does not offer grants to start businesses nor do we offer grants to provide financial support. We recommend that you visit the DCBA page where they have the Office of Small Business. There are resources here that may help you.

[Small Business – Consumer & Business \(lacounty.gov\)](#)

11. I have more questions that were not addressed here. Where can I ask?

You can reach us at [SolicitationsTeam@dmh.lacounty.gov](mailto:SolicitationsTeam@dmh.lacounty.gov)