



# DEPARTMENT OF MENTAL HEALTH

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March 14, 2022

## REQUEST FOR STATEMENT OF QUALIFICATIONS NO. DMH021121B1 EATING DISORDERS SERVICES

### ADDENDUM NUMBER THREE

The County of Los Angeles Department of Mental Health (DMH) issues this Addendum Number Three to the Request for Statement of Qualifications for Eating Disorders Services released on February 11, 2021 (BID #DMH021121B1).

The following changes shall be made by this Addendum:

Document title shall be deleted in its entirety and replaced as follows: "Request for Statement of Qualifications for Eating Disorders and Electroconvulsive Treatment Services". All references to Request for Statement of Qualifications (RFSQ) for Eating Disorders (ED) Services, are deleted in their entirety and replaced with Request for Statement of Qualifications for Eating Disorders and Electroconvulsive Treatment Services.

Section **1.4 Proposer Minimum Mandatory Qualifications**, sub-section 1.4.6, is added to require that **Proposers shall provide the Project Manager's resume.**

Section **1.4 Proposer Minimum Mandatory Qualifications**, sub-section 1.4.7, is added to require that **Proposers shall provide the ECT psychiatrist's credentials.**

Section **1.34 Notification to County of Pending Acquisitions/Mergers by Proposing Company**, is deleted in its entirety and replaced as follows:

#### **1.34 Notification to County of Pending Acquisitions/Mergers by Proposing Company**

The proposer shall notify the County of any pending acquisitions/mergers of its company unless otherwise legally prohibited from doing so. If the proposer is restricted from legally notifying the County of pending acquisitions/mergers, then it should notify the County of the actual acquisitions/mergers as soon as the law allows and provide to the County the legal framework that restricted it from notifying the County prior to the actual

acquisitions/mergers. This information shall be provided by the proposer on Appendix A – Required Forms Exhibit 1, Proposer’s Organization Questionnaire/Affidavit. Failure of the Vendor to provide this information may eliminate its SOQ from any further consideration. Proposer should have a continuing obligation to notify the County and update any changes to its response in Exhibit 1 (Proposer’s Organization Questionnaire/Affidavit) during the solicitation.

Section **1.45 COVID-19 Vaccinations of County Contractor Personnel**, is added to require proposers to comply with COVID-19 Vaccinations of County Contractor Personnel:

Proposers are advised that it must comply with Chapter 2.212 (COVID-19 Vaccinations of County Contractor Personnel) of County Code Title 2 – Administration, Division 4 as a condition of performing work under any awarded contract resulting from this solicitation. Proposers are advised to review the requirements of Chapter 2.212 (COVID-19 Vaccinations of County Contractor Personnel) and the sample contract requirements prior to submitting a SOQ to this solicitation. A completed Exhibit G (COVID-19 Vaccination Certification of Compliance) is a required part of any agreement with the County.

Section **2.3 RFSQ Timetable**, sub-section 2.3.5, is deleted in its entirety and replaced as follows:

2.3.5 Initial SOQ due by 12:00 p.m. (Pacific Time) ..... 03/26/2021

RFSQ – Eating Disorders and Electroconvulsive Treatment Services SOQ may be mailed or sent electronically to:

County of Los Angeles – Department of Mental Health  
Contracts Development and Administration Division  
510 South Vermont Avenue, 20th floor  
Los Angeles, CA 90020

**Attention: Solicitations Team**

E-mail: [SolicitationsTeam@dmh.lacounty.gov](mailto:SolicitationsTeam@dmh.lacounty.gov)

For agencies that need more time beyond Phase 1 Timetable above, please note that this solicitation is open and continuous through 6/30/2029. Interested Proposers may submit questions, request a Solicitations Requirement Review, and submit a SOQ at any time within this timeframe. The Department will respond and process submissions at its discretion and based on the needs of the Department.

Section **2.8 SOQ Submission**, is deleted in its entirety and replaced as follows:

## **2.8 SOQ Submission**

For mailed submissions, the original SOQ Form (Appendix K-3) and SOQ Narrative and two (2) copies of the SOQ Form (Appendix K-3) and SOQ Narrative shall be enclosed in a sealed envelope, plainly marked in the upper left-hand corner with the name and address of the Proposer and bear the words:

**“RFSQ – Eating Disorders and Electroconvulsive Treatment Services – SOQ”**

**The SOQ Package may be mailed or sent electronically to:**

County of Los Angeles – Department of Mental Health  
Contracts Development and Administration Division  
510 South Vermont Avenue, 20<sup>th</sup> Floor  
Los Angeles, CA 90020

**Attention: Solicitations Team**

E-mail: [SolicitationsTeam@dmh.lacounty.gov](mailto:SolicitationsTeam@dmh.lacounty.gov)

**No facsimile (fax) SOQ copies will be accepted.**

**LACDMH will continuously accept SOQs throughout the duration of the RFSQ term and shall be considered for review at the convenience of the County.**

**Since SOQs may be submitted on a continuous basis, Proposers may resubmit or submit revised/amended SOQs at any time.**

Appendix H, **Sample Master Agreement for Eating Disorders Services**, including all exhibits, shall be deleted in its entirety and replaced as follows: Appendix H-3, Sample Master Agreement for Eating Disorders and Electroconvulsive Treatment Services. All references to Appendix H Sample Master Agreement (MA) Eating Disorders (ED) Services, are deleted in their entirety and replaced with Appendix H-3 Sample Master Agreement Eating Disorders and Electroconvulsive Treatment Services. Revisions have been made to the following Paragraphs in Appendix H-3:

- Paragraph 1, Applicable Documents
- Paragraph 8.2, Assignment and Delegation/Mergers or Acquisitions
- Paragraph 8.23, General Provisions for all Insurance Coverage, sub-paragraph 8.23.1 - Fourth Bullet
- Paragraph 8.39, Subcontracting, sub-paragraph 8.39.8
- Paragraph 8.58, COVID-19 Vaccinations of County Contractor Personnel is added to require Contractors to comply with COVID-19 Vaccinations of County Contractor Personnel
- Paragraph 9.15, Technology Requirements
- Paragraph 9.16, Contractor Protection of Electronic County Information

Appendix H-3, **Sample Master Agreement for Eating Disorders and Electroconvulsive Treatment Services**, Sample Master Agreement Exhibits, are updated to add the following Exhibits, which are attached hereto and incorporated by reference:

- Exhibit F-1, Statement of Work, Electroconvulsive Treatment (ECT) Services
- Exhibit F-1-2, Contract Discrepancy Report
- Exhibit F-1-3, ECT Billing Procedure
- Exhibit F-1-4A, Invoice Summary Payment Request
- Exhibit F-1-4B, Invoice Detail
- Exhibit F-1-5, Glossary of Terms and Acronyms
- Exhibit F-1-6, Reporting Electroconvulsive Therapy (ECT) to State Authorities
- Exhibit G, COVID-19 Vaccination Certification of Compliance
- Exhibit L, Attestation Regarding Information Security Requirements

Appendix K, **Eating Disorders Services Statement of Qualifications (SOQ) Checklist** is deleted in its entirety and replaced with Appendix K-3 Eating Disorders and Electroconvulsive Treatment Services Statement of Qualifications (SOQ) Checklist as attached hereto and incorporated by reference.

Except for the revisions contained in this Addendum Number Three, there are no other revisions to the RFSQ. All other terms and conditions of the RFSQ remain in full force and effect.

Thank you for your interest in contracting with the County of Los Angeles.

Sincerely,

DMH Solicitations Team