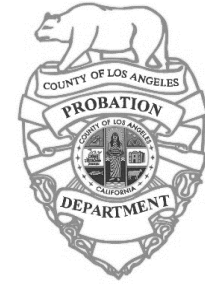




# COUNTY OF LOS ANGELES PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY – DOWNEY, CALIFORNIA 90242  
(562) 940-2728



**KAREN L. FLETCHER**  
Interim Chief Probation Officer

April 27, 2023

## **ADDENDUM NUMBER SEVEN - REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ #640-21-02) FOR AS-NEEDED POLYGRAPH EXAMINATION SERVICES FOR ADULT SEX OFFENDERS AND POST-CONVICTION SEX OFFENDERS**

This Addendum Seven is made to the Request for Statement of Qualifications (RFSQ) for As-Needed Polygraph Examination Services for Adult Sex Offenders and Post-Conviction Sex Offenders (RFSQ # 640-21-02), which was released on April 7, 2021. For ease of reading, stricken text indicates deleted language and bold and underlined text indicates added language to the RFSQ. The following indicates new and/or revised language to the RFSQ.

1. RFSQ, Appendix B (Statement of Work), Paragraph 1.5 (The Contractor shall adhere to the following County referral process:), Subparagraph 1.5.7 shall be revised as follows, the remaining Paragraphs and Subparagraphs of the Statement of Work shall remain the same:
  - 1.5.7 The Contractor shall ensure the examinee signs an approved waiver/release statement form, and Authorization for Release of Confidential Information for Sex Offenders, approved by County, confirming that he/she was advised that the polygraph examination is a condition of his/her treatment. Copies of such waiver shall be **attached to the polygraph report and** distributed via email to [SRGPolygraph@probation.lacounty.gov](mailto:SRGPolygraph@probation.lacounty.gov), the referring DPO and the Treatment Provider (herein referred to as the "Containment Team") ~~on a weekly basis~~.
2. RFSQ, Appendix B (Statement of Work), Paragraph 2.1.4 Polygraph Interpreter Service shall be revised as follows, the remaining Paragraphs and Subparagraphs of the Statement of Work shall remain the same:

### **2.1.4 Polygraph Interpreter Service**

If an interpreter is required for a language other than English, ~~and Spanish~~ Contractor shall be compensated at the rate proposed in Exhibit 16 (Pricing Schedule) of Appendix D (RFSQ Required Forms).

3. RFSQ, Appendix B (Statement of Work), Paragraph 2.9 Reporting Standards, Subparagraph 2.9.1 shall be revised as follows, the remaining Paragraphs and Subparagraphs of the Statement of Work shall remain the same:
  - 2.9.1 Contractor shall log polygraph examinations using Technical Exhibit 4 (Sex Offender Polygraph Examination Log) of Appendix C (Statement of Work Technical Exhibits). The Examination Log shall be attached to Technical Exhibit 5 (Sex Offender Polygraph Billing Log) and emailed to the County's central email depository [SRGPolygraph@probation.lacounty.gov](mailto:SRGPolygraph@probation.lacounty.gov), [SOPolygraphExamination@Probation.lacounty.gov](mailto:SOPolygraphExamination@Probation.lacounty.gov) no later than one (1) week following the month of service.
4. RFSQ, Appendix D, Required Forms **Exhibit 16**, Pricing Schedule, is deleted and replaced in its entirety as attached.

This Addendum is posted on the following websites:

Los Angeles County "Doing Business with Us":

[LA County Solicitations](#)

Los Angeles County Probation:

[Current Solicitations – Probation \(lacounty.gov\)](#)

Sincerely,



For Tasha Howard

Tasha Howard, Director  
Contracts & Grants Management Division

Attachment

## PRICING SCHEDULE

### AS-NEEDED POLYGRAPH EXAMINATION SERVICES FOR ADULT SEX OFFENDERS AND POST-CONVICTION SEX OFFENDERS

The Contractor shall provide polygraph examination services to adult sex offenders and post-conviction sex offenders on an as-needed basis.

Said work shall be done for the period prescribed and in the manner set forth in said specifications, and compensation therefore shall be on a fixed-fee basis as provided upon the hereinafter proposal fixed rates.

I agree that if the County of Los Angeles Board of Supervisors accepts my proposal, I will commence services immediately following contract execution. I agree to provide the specified services for the County of Los Angeles Probation Department in accordance with the Statement of Work (SOW), Exhibit B.

**I PROPOSE A FIXED RATE/FEE FOR THE FOLLOWING REQUIRED EXAMS:**

PROVIDE THE PROPOSED COST PER EXAM FOR THE FOLLOWING SERVICES:		
<b>Full Disclosure/Sexual History Polygraph Exam</b>		\$
	<i>(Write out dollar amount in full, per Exam)</i>	<i>(Use figure amount)</i>
<b>Specific Issue Polygraph Exam</b>		\$
	<i>(Write out dollar amount in full, per Exam)</i>	<i>(Use figure amount)</i>
<b>Maintenance/Monitoring Polygraph Exam</b>		\$
	<i>(Write out dollar amount in full, per Exam)</i>	<i>(Use figure amount)</i>

PROVIDE THE PROPOSED HOURLY COST PER INTERPRETER: <i>(Contractor shall bill COUNTY per Interpreter for any language other than English or Spanish)</i>	
	\$
<i>(Write out dollar amount in full, per Interpreter)</i>	<i>(Use figure amount)</i>