



Barry D. Bacon, Sheriff

*County of Los Angeles*  
**Sheriff's Department Headquarters**  
4700 Ramona Boulevard  
Monterey Park, California 91754-2169



September 2, 2008

**BULLETIN NO.1**

**REQUEST FOR STATEMENT OF QUALIFICATIONS**

**FORENSIC AUDIO AND/OR VIDEO ENHANCEMENT/CLARIFICATION SERVICES**

**BID NO. RFSQ 355-SH**

**INTRODUCTION**

The County of Los Angeles Sheriff's Department is releasing a Request For Statement of Qualifications (RFSQ) to solicit proposals from qualified proposers for Forensic Audio and/or Video Enhancement/Clarification Services for the Los Angeles County Sheriff's Department. Selected proposer(s) will provide forensic audio and/or video enhancement/clarification services on an as needed basis.

Interested and qualified proposers that can demonstrate their ability to successfully provide the solicited services are invited to submit proposal(s), provided they meet all minimum mandatory requirements and contractual requirements.

**RFSQ SUBMISSION INFORMATION**

**RFSQ Release**

The RFSQ will be available in electronic format on September 3, 2008 at 3:00 p.m., Pacific Standard Time (PST). You may access the RFSQ in electronic (PDF) format via the Sheriff's Department website at: [http://www.lasd.org/lasd\\_contracts/info.html](http://www.lasd.org/lasd_contracts/info.html) (underscore between "lasd" and "contracts") and the County's website at: <http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>.

**If the Proposer wishes to access the RFSQ via the above websites, the Proposer MUST inform Amy Wang of the Sheriff Department Contracts Unit at [acwang@lasd.org](mailto:acwang@lasd.org) of Proposer's name, organization representing, address, e-mail address, fax number and telephone number.**

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The RFSQ will also be available in CD format, and CDs may be picked up on or after 3:00 p.m. on September 3, 2008, at the following address:

Los Angeles County Sheriff's Department  
Sherman Block Sheriff's Headquarters Building  
4700 Ramona Boulevard  
Contracts Unit, 2<sup>nd</sup> Floor  
Monterey Park, California 91754

Requests for receiving the RFSQ in the mail can also be made to the Sheriff's Department Contracts Unit (Attention Amy Wang) at [acwang@lasd.org](mailto:acwang@lasd.org). Such requests should also indicate whether the RFSQ is required to be sent via priority mail.

**RFSQ Timetable**

**The timetable for this RFSQ is as follows:**

- ◆ Release of RFSQ ..... September 3, 2008
- ◆ Request for a Solicitation Requirements Review Due by 3:00 P.M. (PST) ..... September 17, 2008
- ◆ Written Questions Due by 10:00 A.M. (PST)..... September 16, 2008
- ◆ Proposers Conference at 2:00 P.M. (PST)..... September 16, 2008
- ◆ Questions and Answers Released ..... September 23, 2008
- ◆ Proposals due by 3:00 P.M. PST on..... October 8, 2008

**PROPOSERS CONFERENCE**

A Proposers Conference will be held to discuss the RFSQ. County staff will respond to questions from potential Proposers. All interested Proposers are welcome to attend this conference as scheduled below:

**Date: September 16, 2008**  
**Time: 2:00 p.m. – 3:30 p.m.**  
**Address: Los Angeles County Sheriff's Department**  
**Technical Operations Detail**  
**9900 Norwalk Boulevard, Unit #150 A&B**  
**Santa Fe Springs, California 90670**

**Please contact Amy Wang [[acwang@lasd.org](mailto:acwang@lasd.org) or fax number (323) 415-1031] to RSVP and confirm attendance 24 hours before the scheduled conference.**

## **PROPOSAL SUBMISSION REQUIREMENTS**

The complete Proposal package must include the original hardcopy and three (3) numbered copies in a sealed package, plainly marked in the upper left-hand corner with the name and address of the Proposer and bear the words:

**“PROPOSAL FOR THE FORENSIC AUDIO AND/OR VIDEO ENHANCEMENT/  
CLARIFICATION SERVICES, RFSQ 355-SH”**

The Proposal(s) shall be delivered or mailed to:

Los Angeles County Sheriff's Department  
Sherman Block Sheriff's Headquarters Building  
4700 Ramona Boulevard  
Contracts Unit, 2<sup>ND</sup> Floor  
Monterey Park, California 91754  
Attention: Amy Wang

**DUE DATE / TIME:            October 8, 2008, 3:00 P.M. (PST)**

It is the sole responsibility of the submitting Proposer to ensure that its proposal is received before the initial submission due date listed above. Proposers shall bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. Any proposal(s) received after the initial scheduled due date for receipt of proposals, as stated above, will be held for the next available evaluation process. Timely hand delivered proposals are acceptable. Facsimile (fax) or electronic mail (e-mail) copies will not be accepted.

## **CONTACT WITH COUNTY PERSONNEL**

Any questions regarding this RFSQ or any matter relating thereto must be in writing and may be mailed, e-mailed or faxed to:

Los Angeles County Sheriff's Department  
Sherman Block Sheriff's Headquarters Building  
4700 Ramona Boulevard, Room #214  
Contracts Unit, 2<sup>nd</sup> Floor  
Monterey Park, CA 91754-2169  
Attention: Amy Wang  
E-mail address: [acwang@lasd.org](mailto:acwang@lasd.org)  
Fax #: (323) 415-1031

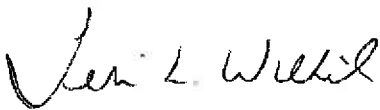
September 2, 2008

If it is discovered that the Proposer contacted and received information from any County personnel other than the person specified above regarding this solicitation, Sheriff, in his sole determination, may disqualify their proposal from further consideration.

All interested and qualified Vendors are invited to submit proposals.

Sincerely,

LEROY D. BACA, SHERIFF

A handwritten signature in black ink, appearing to read "Teri L. Wilhelm". The signature is written in a cursive, flowing style.

Teri L. Wilhelm, Director  
Fiscal Administration