



Geroy D. Baca, Sheriff

County of Los Angeles
Sheriff's Department Headquarters

*4700 Ramona Boulevard
Monterey Park, California 91754-2169*



April 8, 2008

Notice to Potential Contractors:

**BULLETIN NO. 3
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)
WORKERS' COMPENSATION FRAUD INVESTIGATION SERVICES
RFSQ NO. WCFIS-365-2008**

This Bulletin No. 3 is being issued for the following reasons:

1. RFSQ Section 1.6, Master Agreement Process, Sub-Section 1.6.3 is deleted in its entirety and restated as follows:
 - 1.6.3 The County Project Manager shall assign work on a rotational basis, as needed. The County reserves the right to assign work outside of rotation based on geographic location, a specific language need, or where work is needed on an expedited basis.
2. RFSQ Section 1.6, Master Agreement Process, the last paragraph, should be listed as Sub-Section 1.6.4.
3. Appendix A, Model Master Agreement, Paragraph 3, Administration of Agreement – County, Sub-paragraph 3.2.6 is deleted in its entirety and restated as follows:
 - 3.2.6 The County Project Manager shall issue Work Orders for all work and will assign work on a rotational basis, as needed. The County reserves the right to assign work outside of rotation based on geographic location, a specific language need, or where work is needed on an expedited basis.
4. Appendix A, Model Master Agreement, Paragraph 3, Administration of Agreement – County, Sub-paragraph 3.2.7 is amended to add the following:
 - 3.2.7 The County Project Manager shall attach a copy of the completed Work Order to the invoice prior to forwarding the invoice to Sheriff's Accounts

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Payable Unit. Invoices without an attached Work Order will not be processed for payment.

5. Appendix A, Model Master Agreement, Paragraph 4, Administration of Agreement – Contractor is amended to add Sub-paragraph 4.1.5.

4.1.5 Contractor shall complete Contractor's section of the Work Order, Attachment A, along with the Invoice, Attachment B, and the Timecard/Mileage Log, Attachment C, prior to submitting it to the County Project Manager for approval. Failure to attach the Work Order to the Invoice will delay processing of the invoice.

6. Appendix A, Model Master Agreement Paragraph 5, Work; Approval and Acceptance is amended to add the following:

5.2 Work Orders

It is the intent of the County to issue Work Orders on a rotational basis, as needed. The County reserves the right to assign work outside of rotation based on geographic location, a specific language need, or where work is needed on an expedited basis.

7. Appendix A, Model Master Agreement, Paragraph 10, Invoices and Payments, Sub-paragraph 10.1 is amended to add the following:

County Project Manager shall attach a copy of the Work Order, Attachment A, to the invoice prior to forwarding the invoice to Accounts Payable.

8. Appendix B, Statement of Work, Paragraph 2.0, Responsibilities – County, Sub-paragraph 2.1, Work Order, the first paragraph is deleted in its entirety and restated as follows:

Upon determination by the County to issue work, the County's Project Manager shall assign work on a rotational basis, as needed. The County reserves the right to assign work outside of rotation based on geographic location, a specific language need, or where work is needed on an expedited basis.

9. Appendix B, Statement of Work, Paragraph 2.0 Responsibilities, is amended to add Sub-paragraph 2.1.5 to read as follows:

2.1.5 Contractor shall not commence any Work prior to receipt of a written Work Order in the form of Attachment A.

10. Appendix B, Statement of Work, Sub-paragraph 4.15 is amended to add:

Contractor will be paid at the hourly rate for training for the exact hours the training is conducted.

11. Appendix C, Required Forms, is amended as follows:

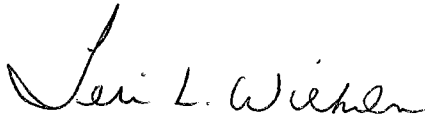
Exhibit 7, Price Sheet, is changed to reflect the hourly rate of \$60.00

All other terms and conditions of the RFSQ remain in effect.

Should you have any questions, please contact Jana Dillon, Contracts Unit, at jldillon@lasd.org.

Sincerely,

LEROY D. BACA, SHERIFF

A handwritten signature in cursive script that reads "Teri L. Wilhelm".

Teri L. Wilhelm, Director
Fiscal Administration