



Erroy D. Baca, Sheriff

County of Los Angeles
Sheriff's Department Headquarters

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



October 30, 2013

Notice to Potential Proposers

**BULLETIN NUMBER 1
REQUEST FOR STATEMENT OF INTEREST (RFSI)
FOR ALTERNATIVE PROGRAMS FOR ADULT OFFENDERS
IN LOS ANGELES COUNTY JAILS
RFSI NUMBER 515-SH**

INTRODUCTION

The Los Angeles County Sheriff's Department (Department) is issuing this RFSI to enter into an Agreement for Alternative Programs for Adult Offenders in Los Angeles County Jails (Agreement) with agencies that can provide alternative jail programs, including, but not limited to: literacy education, vocational training, job readiness services, re-entry counseling services, substance abuse counseling, legal education, parenting and life skills instruction, fitness training, and art/music therapy to inmates in County jails (Programs). The purpose of this RFSI is to identify potential contractors (Respondents) who are willing to and capable of delivering Programs.

REQUIREMENTS

Interested and qualified Responders that can demonstrate their ability to successfully provide the required services outlined in Appendix B, Statement of Work, in its entirety, are invited to submit a Statement of Interest.

Respondents shall provide the Program services at no cost to the County. Respondents shall identify adequate funding source(s) for the Program. Respondents shall have no expectation of any future payment by County for the Program services.

Additional requirements can be found in Appendix A, Model Agreement, of the RFSI.

A Tradition of Service Since 1850

RFSI TIMETABLE

The timetable for this RFSI is as follows:

- Release of RFSI.....October 30, 2013
- Written Questions Due by 3:00 p.m. (Pacific Time).....November 8, 2013
- Release of Questions and ResponsesNovember 20, 2013
- **RFSI Submittal Deadline...by 3:00p.m. (Pacific Time).....December 3, 2013**

The dates may be changed at any time as determined by County. Such changes shall be made through an addendum and posted on the Department's website at http://www.lasdhq.org/lasd_contracts/info.html.

The due date above is an initial due date. Statements of Interest (SOI) received after the initial due date will be reviewed at a later date. This solicitation will remain open until the needs of the Department are met.

RFSI RELEASE

The RFSI will be released and will be accessible via the Sheriff's Department website at: http://www.lasdhq.org/lasd_contracts/info.html (underscore between "lasd" and "contracts"), and the County website at: <http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStrat.asp>

If the Respondent wishes to access the RFSI via the above Department's website, the Respondent **MUST** inform the Department's Contracts Unit Analyst at wksmith@lasd.org of Respondent's name, mailing address, email address, fax number and telephone number. This will ensure that the Responder receives future Bulletins related to this RFSI.

RFSI SUBMISSION INFORMATION

Respondents shall submit an original, plus one hard copy of the SOI, as well as three (3) electronic submissions in compact disc format on three (3) separate compact discs.

Statements of Interest to this RFSI shall be received by December 3, 2013, 3:00 p.m. (Pacific Standard Time). SOIs received after this deadline will be eliminated from initial consideration by the Department at its sole discretion. The submission deadline date above is an initial due date, and those SOIs not received by the initial due date will be reviewed at a later time. Submission of a SOI does not guarantee award of a Master Agreement. This RFSI will remain open until the needs of the Department are met.

SOIs should be sent via personal delivery, United States or other mail service, or courier to:

Los Angeles County Sheriff's Department
Contracts Unit
4700 Ramona Boulevard, Room 214
Monterey Park, California 91754
Attention: Will Smith, Contracts Analyst

It is the sole responsibility of the submitting Respondent to ensure that its SOI is received before the submission deadline specified in Bulletin Number 1. Respondent shall bear all risks associated with delays in delivery by any person or entity, including the United States Mail. Any SOI received after the scheduled closing date and time for receipt of SOIs, as specified in Bulletin Number 1, will be reviewed at a later time. Timely hand-delivered SOIs are acceptable. No facsimile (fax) or electronic mail (email) copies will be accepted.

CONTACT WITH COUNTY PERSONNEL

Any contact regarding this RFSI or any matter relating hereto **MUST** be in writing and may be mailed, emailed, or faxed to:

Los Angeles County Sheriff's Department
Contracts Unit, Room 214
4700 Ramona Boulevard
Monterey Park, California 91754
Attention: Will Smith, Contracts Analyst
Email address: wksmith@lasd.org
Fax Number: (323) 415-4746

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

Sincerely,

LEROY D. BACA. SHERIFF

A handwritten signature in blue ink, appearing to read "Glen Joe", written over the typed name.

Glen Joe, Director
Fiscal Administration