

November 22, 2013

Notice to Potential Bidders

**BULLETIN NUMBER 4
INVITATION FOR BIDS
CAREER TECHNICAL EDUCATION COURSES AND/OR LIFE SKILLS COURSES
INVITATION FOR BIDS NO. 516-SH**

This Bulletin Number 4 is being issued to revise Invitation for Bids (IFB) Number 516-SH. The following revisions related to the IFB Timetable, Statement of Work B-1, Career Technical Education Courses, and Statement of Work B-2, Life Skills Courses, shall be incorporated into and become a part of the IFB.

A. IFB TIMETABLE

IFB Timetable, of the IFB (as previously stated in Bulletin #3) shall be deleted in its entirety and replaced with the following:

IFB Timetable

The timetable for this IFB is as follows:

- Release of IFB..... November 5, 2013
- Written Questions Due by 3:00 p.m. (Pacific Time).....December 2, 2013
- Request for a Solicitation Requirements Review Due..... December 4, 2013
- Questions and Answers Released.....December 10, 2013
- **Bids due by 3:00 p.m. (Pacific Time).....December 30, 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. All potential Bidders are encouraged to monitor the above solicitation website for Bulletins, as they are posted, during the entire solicitation process.

- B.** Appendix B-1, Statement of Work B-1, Career Technical Education Courses, Table of Contents, Section 6.0, Office Space, Equipment, Supplies and Necessary Resources, Title of Section 6.0 shall be deleted in its entirety and replaced with the following:

OFFICE SPACE, EQUIPMENT AND SUPPLIES

- C. Appendix B-1, Statement of Work B-1, Career Technical Education Courses, Section 6.0, Office Space, Equipment, Supplies and Necessary Resources, shall be deleted in its entirety and replaced with the following:

6.0 OFFICE SPACE, EQUIPMENT, AND SUPPLIES

6.1 County shall provide the following to Contractor for use during the Term of the Agreement.

6.1.1 Access to space to implement the various required Career Technical Education Courses.

6.1.2 Equipment and Equipment Maintenance necessary and agreed upon by Contractor and County Project Director or designee, to operate the various required Career Technical Education Courses.

6.1.3 Textbooks/books, educational/office supplies, as needed, to provide required Career Technical Education Courses.

6.1.4 Access to televisions, media players, and other technology, as agreed upon by Contractor and County Project Director or designee, to provide required Career Technical Education Courses.

6.2 Upon expiration, termination or cancellation of the Agreement, Contractor shall return all equipment provided by County in their original condition, less normal wear. Missing or damaged equipment shall be replaced and/or repaired by Contractor. In lieu of replacing missing or damaged equipment, County shall deduct from Contractor's most current invoice, the fair market value for said equipment or seek reimbursement from Contractor for same. In the event County seeks reimbursement and County and Contractor have mutually agreed to the fair market value of the equipment in question, Contractor shall pay County the agreed sum within thirty (30) calendar days of notification by County.

- D. Appendix B-2, Statement of Work B-2, Life Skills Courses, Table of Contents, Section 6.0, Office Space, Equipment, Supplies and Necessary Resources, Title of Section 6.0 shall be deleted in its entirety and replaced with the following:

OFFICE SPACE, EQUIPMENT AND SUPPLIES

- E. Appendix B-2, Statement of Work B-2, Life Skills Courses, Section 6.0, Office Space, Equipment, Supplies and Necessary Resources, shall be deleted in its entirety and replaced with the following:

6.0 OFFICE SPACE, EQUIPMENT, AND SUPPLIES

- 6.1 County shall provide the following to Contractor for use during the Term of the Agreement.
 - 6.1.1 Access to space to implement the various required Life Skills Courses.
 - 6.1.2 Equipment and Equipment maintenance necessary and agreed upon by Contractor and County Project Director or designee, to operate the various required Life Skills Courses.
 - 6.1.3 Textbooks/books, educational/office supplies, as needed, to provide required Life Skills Courses.
 - 6.1.4 Access to televisions, media players, and other technology, as agreed upon by Contractor and County Project Director or designee, to provide required Life Skills Courses.
- 6.2 Upon expiration, termination or cancellation of the Agreement, Contractor shall return all equipment provided by County in their original condition, less normal wear. Missing or damaged equipment shall be replaced and/or repaired by Contractor. In lieu of replacing missing or damaged equipment, County shall deduct from Contractor's most current invoice, the fair market value for said equipment or seek reimbursement from Contractor for same. In the event County seeks reimbursement and County and Contractor have mutually agreed to the fair market value of the equipment in question, Contractor shall pay County the agreed sum within thirty (30) calendar days of notification by County.

All other Terms and Conditions of the IFB remain in effect.