



John E. Scott, Sheriff

County of Los Angeles
Sheriff's Department Headquarters

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



August 28, 2014

Notice to Potential Contractors:

**BULLETIN NUMBER 1
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)
TRAILING BLOODHOUND CANINE AND HANDLER INVESTIGATIVE SERVICES
RFSQ NUMBER 540-SH**

INTRODUCTION

The County of Los Angeles Sheriff's Department (Department) is seeking qualified Vendors to enter into Master Agreements with the County to provide Trailing Bloodhound Canine and Handler Investigative Services (Services) on an as-needed basis for the Department's Homicide Bureau. The Services of the canine and handler team are needed to conduct searches for persons with specific scent signatures obtained by a scent source. Vendors awarded a Master Agreement shall respond to and provide handler and scent-trailing/tracking canines to investigative locations throughout Los Angeles County on an as-needed basis. Vendors shall also make court appearances when required, as approved by the Department.

VENDOR'S MINIMUM MANDATORY QUALIFICATIONS

Interested and qualified Vendors that can demonstrate their ability to successfully provide the required Services outlined in Appendix B (Statement of Work) of this Request for Statement of Qualifications (RFSQ) are invited to submit a Statement of Qualifications (SOQ), provided they meet the following Minimum Mandatory Qualifications.

- 1.4.1 Vendor must identify and provide at least one (1) handler and one (1) scent-trailing/tracking bloodhound canine, and any necessary tools, materials, and/or equipment to provide services as described in Appendix B (Statement of Work) of this RFSQ.
- 1.4.2 Vendor's canine(s) must be (1) certified in scent-specific man-trailing/tracking by a canine facility which certifies canines for scent trailing/tracking, (2) trained in a variety of geographical terrains and the handler must be in the appropriate

physical condition to search these different types of terrains with the canine, and (3) up-to-date on all vaccinations including rabies. Documentation of vaccinations and certifications shall be submitted in Vendor's SOQ, as set forth in Appendix C (Required Forms), Exhibit 13 (Required Licenses, Certifications, and Permits) of this RFSQ. Certifications shall be verified during the SOQ qualification review.

1.4.3 Vendor's identified handler(s) must be (1) certified in scent-specific man-trailing, with the Vendor's identified canine, by a canine training facility which certifies handlers for scent trailing/tracking, and (2) certified to provide basic first aid and cardiopulmonary resuscitation (CPR). Certifications shall be submitted in Vendor's SOQ, as set forth in Appendix C (Required Forms), Exhibit 13 (Required Licenses, Certifications, and Permits) of this RFSQ, and shall be verified during the SOQ qualification review.

1.4.4 Vendor's handler(s) must be available to provide Services to County 24 hours per day/7 days per week/365 days a year.

1.4.5 Vendor's handler(s) shall possess, and maintain in good working order, a vehicle for transportation to respond and provide Services throughout the County, as required by the Department on an as-needed basis.

RFSQ TIMETABLE

The timetable for this RFSQ is as follows:

- Release of RFSQ.....August 28, 2014
- Request for a Solicitation Requirements Review Due September 12, 2014
- Written Questions Due by 3:00 p.m. (Pacific Time) September 12, 2014
- Questions and Responses Released..... September 26, 2014
- **SOQ due by 3:00 p.m. (Pacific Time)..... October 10, 2014**

RFSQ RELEASE

The RFSQ 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").

All potential Contractors are encouraged to monitor the above solicitation website for Bulletins, as they are posted, during the entire solicitation process.

RFSQ SUBMISSION INFORMATION

The original SOQ and three (3) numbered exact hard copies, and three (3) compact discs, each containing the SOQ in electronic format, shall be enclosed in a sealed envelope or box, plainly marked in the upper left-hand corner with the name and address of the Vendor and bear the words:

**“SOQ FOR TRAILING BLOODHOUND CANINE AND HANDLER
INVESTIGATIVE SERVICES
RFSQ NUMBER 540-SH”**

The SOQ and any related information shall be delivered or mailed to:

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

It is the sole responsibility of the submitting Vendor to ensure that its SOQ is received before the SOQ due date and time specified in Bulletin #1, or any addendum amending the SOQ due date and time. Submitting Vendors shall bear all risks associated with delays in delivery by any person or entity, including the United States Mail. Any SOQs received after the scheduled SOQ due date and time, as specified in Bulletin #1, or any addendum amending the SOQ due date and time, will not be accepted and will be returned to the sender unopened. Timely hand-delivered SOQs are acceptable. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.

CONTACT WITH COUNTY PERSONNEL

Any contact regarding the RFSQ 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
4700 Ramona Boulevard, Room 214
Monterey Park, California 91754
Attention: Jennifer Russell
Email address: JRussel@lasd.org
Fax Number: (323) 415-3367

Vendors are specifically directed not to contact any other County person or agent for any matter related to this RFSQ. If it is discovered that a Vendor contacted and/or received information from any County person or agent, other than the person specified above, regarding this RFSQ, County, at its sole discretion, may disqualify Vendor and their SOQ from further consideration.

Sincerely,

JOHN L. SCOTT, SHERIFF


for Glen Joe, Director
Fiscal Administration

GJ:JLR:jlr

(Fiscal Administration – Contracts Unit)

- c: Glen Dragovich, Division Director, Administrative and Training Division (ATD)
- Conrad Meredith, Assistant Division Director, ATD
- Duane J. Harris, Captain, Homicide Bureau
- Glen Joe, Director, Fiscal Administration
- Susie Cousins, Assistant Director, Fiscal Administration, Contracts Unit
- Edmond Wong, Manager, Contracts Unit
- Mike Rosson, Lieutenant, Homicide Bureau
- Guillermo Morales, Sergeant, Homicide Bureau
- Jennifer Russell, Contracts Analyst, Contracts Unit
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