

July 26, 2018

Notice to Potential Proposers

**BULLETIN NUMBER 9  
NOTICE OF REVISED  
REQUEST FOR PROPOSALS 555-SH FOR  
CRIMINAL BOOKING SYSTEM (CBS) SOLUTION**

This Bulletin Number 9 is being issued to notice potential Proposers that Request for Proposals (RFP) 555-SH for Criminal Booking System (CBS) Solution has been revised. **RFP 555-SH (Revised 07/26/2018)** has been modified as follows:

1. Paragraph 8.5 of the RFP is deleted in its entirety and replaced as follows:

**8.5 BUSINESS PROPOSAL EVALUATION AND CRITERIA (75%)**

Business Proposals that have passed the Minimum Mandatory Requirements will be evaluated for quality and evidence provided in support of the Proposer's ability to meet the requirements of this RFP, including Section 3 (Proposer's Minimum Mandatory Requirements) above, and scored based on the Evaluation Criteria set forth in this Section 8.5 (Business Proposal Evaluation and Criteria (75%)) below.

All information received during the evaluation process shall be considered, including: the Proposer's written proposal, demonstration of the Solution, if any, and any direct hands-on experience/observations made by the evaluators while directly reviewing the proposed Solution. Additionally, the evaluation team may consult subject matter experts during the evaluation process which will also be considered.

The Business Proposal evaluation and scoring criteria will take into account the Proposer's ability to meet the Requirements and other evaluated components for the proposed Solution. County will evaluate Proposer's response to each requirement or evaluated component based on the following four elements: 1) exceeds, 2) meets, 3) weak, or 4) does not meet. All Proposal responses which "meet" a requirement or evaluated component will receive the same baseline standard score.

Proposal responses which “exceed” the requirement of the evaluated component will receive a corresponding higher score. Proposal responses which are “weak” will receive a corresponding lower score. Proposal responses which do not meet a given Requirement or evaluated component will receive a score of zero.

2. Paragraph 8.7 of the RFP is deleted in its entirety and replaced as follows:

### **8.7 COST PROPOSAL EVALUATION (25%)**

Cost Proposals will be evaluated based on the pricing information submitted by the Proposers for each section on *Exhibit 19 (Cost Proposal Form) to Appendix D (Required Forms)* per instructions specified therein and in *Section 7.8 (Cost Proposal Format)*. The maximum number of possible points for each Cost Proposal section will be awarded to the Cost Proposal with the lowest cost in that section, with all other proposals for that section compared to the lowest cost, and points awarded accordingly. The points for all sections will then be totaled for a Cost Proposal. Sections without any cost proposed will be interpreted by County as “included” as part of the Solution price.

For purposes of this cost evaluation, Proposer’s amount stated in Exhibit 19, Page 3, “Professional Services Fixed Hourly Rate” shall be multiplied by a factor of 2,500 (hours) to arrive at a final cost for Optional Work. For example:

Proposer’s Quoted Fixed Hourly Rate:	\$150.00
Hours multiplied:	2,500
Proposer’s Optional Work Cost Quoted:	\$375,000.00

The above example is for cost evaluation only. County shall not be bound to the number of hours it may require for Optional Work for the term of the Agreement.

Should one or more of the Proposers request and be granted the LSBE Preference, SE Preference or the DVBE Preference, the cost component points will be determined as Cost Proposal Evaluation (25%) follows:

Fifteen percent (15%) of the lowest cost proposed will be calculated, and that amount which shall not exceed \$150,000 will be deducted from the Cost submitted by all Proposers who requested and were granted the preference.

In no case shall any Preferences be combined to exceed fifteen percent (15%) of the lowest responsible bid.

Should you have questions, please contact Contract Analyst Sheri Davis at [srdavis@lasd.org](mailto:srdavis@lasd.org).