

December 2, 2021

Notice to Vendors:

**BULLETIN NUMBER 2
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)
DNA LABORATORY SERVICES
RFSQ NUMBER 671-SH**

This Bulletin Number 2 is being issued to notify Vendors that RFSQ Number 671-SH for DNA Laboratory Services has been modified as follows:

1. Paragraph B (Vendor's References) of Paragraph 2.7.2 (Vendor's Qualifications) of the RFSQ is deleted in its entirety and replaced as follows:

B. Vendor's References (Section A.2)

It is the Vendor's sole responsibility to ensure that the firm's name, and point of contact's name, title, and phone number for each reference is accurate. The same references may be listed on both forms, Exhibit 6 (Prospective Contractor References) and Exhibit 7 (Prospective Contractor List of Contracts) of Appendix A (Required Forms) of this RFSQ.

County may disqualify a Vendor if:

- References fail to substantiate Vendor's description of the services provided; or
- References fail to support that Vendor has a continuing pattern of providing capable, productive, and skilled personnel; or
- The Department is unable to reach the point of contact with reasonable effort (three [3] attempts). It is the Vendor's responsibility to inform the point of contact of normal working hours.

The Vendor must complete and include Appendix A (Required Forms), Exhibit 6 (Prospective Contractor References), Exhibit 7 (Prospective Contractor List of Contracts), and Exhibit 8 (Prospective Contractor List of Terminated Contracts) of this RFSQ.

a. **Exhibit 6 - Prospective Contractor References**

Vendor must provide three references from three different companies where the same or similar scope of services, as

required in Attachment 1 (Statement of Work) of this RFSQ, was provided. Contact person for references must be able to answer questions related to service provided. At least one reference must be able to verify the Minimum Mandatory Qualifications stated in Subparagraph 1.4.4 of this RFSQ.

b. **Exhibit 7 - Prospective Contractor List of Contracts**

The listing must include all public entities and/or County contracts for the last three (3) years. **Refer to the instructions on the respective Exhibit.**

c. **Exhibit 8 - Prospective Contractor List of Terminated Contracts**

Listing must include contracts terminated within the past three (3) years with a reason for termination. **Refer to the instructions on the respective Exhibit.**

2. Exhibit 7 (Prospective Contractor List of Contracts) and Exhibit 8 (Prospective Contractor List of Terminated Contracts) of Appendix A (Required Forms) to the RFSQ are deleted in their entirety and replaced with the attached Exhibit 7 (Prospective Contractor List of Contracts) and Exhibit 8 (Prospective Contractor List of Terminated Contracts).

You may access this Bulletin Number 2 and attachments in electronic (PDF) format via the Sheriff Department's website at: <http://shq.lasdnews.net/shq/contracts/info.html>.

Should you have any questions, please contact Contracts Analyst Joanna Kim at jkim@lasd.org.