



OFFICE OF THE SHERIFF



COUNTY OF LOS ANGELES

HALL OF JUSTICE

ALEX VILLANUEVA, SHERIFF

February 6, 2020

Notice to Potential Proposers:

**BULLETIN NUMBER 1
INVITATION FOR BIDS (IFB)
MAPAS MAINTENANCE AND SUPPORT SERVICES
IFB NUMBER 683-SH**

INTRODUCTION

The County of Los Angeles (County) Sheriff's Department (Department) is issuing this Invitation for Bids (IFB) to solicit bids from vendors (Bidders) qualified to enter into a contract to maintain the Department's 30-year-old custom-built civil-enforcement software and database known as the Modified Automated Process and Accounting System (MAPAS).

MAPAS has over 300 users, spread throughout various County offices, who process more than 172,000 service requests a year.

PROPOSER'S MINIMUM MANDATORY REQUIREMENTS

Interested and qualified Bidders who can demonstrate their ability and qualifications to successfully provide the required services are invited to submit bids, provided they meet the following Minimum Mandatory Requirements:

Minimum Mandatory Requirements

1. Bidder's personnel must have five years' experience, within the last ten years, maintaining and programming a civil-enforcement processing system that has all the following characteristics:
 - a. Unix operating system;
 - b. Software AG's Natural programming language;
 - c. Software AG's Adabas Database-management system;

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

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— Since 1850 —

- d. California civil-enforcement functions;
- e. Cashiering and accounting functions;
- f. Case-management functions;
- g. Interfaces automatically exchanging data among systems; and
- h. Over 100 users in multiple locations.

Bidder shall provide references that verify this Minimum Mandatory Requirement, which shall include start dates, end dates, agency names, and services provided.

2. Bidder's personnel must have at least one employment or consulting position, lasting three or more years, applying knowledge of civil-enforcement procedures.

Bidder shall provide references that verify this Minimum Mandatory Requirement, which shall include start dates, end dates, agency names, and services provided.

3. Bidder's personnel must demonstrate experience having at least one project designing and carrying out the transition of a complex legacy automated system, having features substantially similar to those listed above, to a replacement system or to a different operating system or platform.

Bidder shall provide references that verify this Minimum Mandatory Requirement, which shall include start dates, end dates, agency names, and services provided.

4. If Bidder's compliance with a County contract has been reviewed by the Department of the Auditor-Controller within the last ten years, Bidder must not have unresolved questioned costs identified by the Auditor-Controller, in an amount over \$100,000.00, that are confirmed to be disallowed costs by the contracting County department, and remain unpaid for six months or more from the date of disallowance, unless such disallowed costs are the subject of current good faith negotiations to resolve the disallowed costs, in the opinion of the County.

IFB RELEASE

The IFB will be accessible in electronic Portable Data File (PDF) format via the Department's website at: <http://shq.lasdnews.net/shq/contracts/info.html>.

IFB TIMETABLE

The timetable for the IFB is as follows:

Release of IFB	February 6, 2020
Request for a Solicitation Requirements Review Due	February 12, 2020
Written Questions Due by 3:00 p.m. (Pacific Time)	February 14, 2020
Written Questions and Answers Released	February 19, 2020
Bids due by 3:00 p.m. (Pacific Time)	February 24, 2020

The foregoing dates may be changed at any time at the sole discretion of the Department. Such changes shall be made through an addendum and posted on the Department’s website at <http://shq.lasdnews.net/shq/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.

BID SUBMISSION

The original bid and two numbered exact hard copies, and two separate electronic copies in PDF format on flash drives or compact discs, shall be enclosed in a sealed envelope, plainly marked in the upper left-hand corner with the name and address of the Bidder and bear the words:

**"BIDS FOR MAPAS MAINTENANCE AND SUPPORT SERVICES
IFB 683-SH"**

The bid(s) shall be delivered or mailed to:

Los Angeles County Sheriff’s Department
Fiscal Administration Bureau – Contracts Unit
211 West Temple Street - 6th Floor West
Los Angeles, California 90012
Attention: Steve Lopez, Contract Analyst

It is the sole responsibility of the submitting Bidder to ensure that its bid is received before the submission deadline. Submitting Bidders shall bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. Any bids received after the scheduled closing date and time for receipt of bids, as listed in the IFB Timetable, will not be accepted and returned to the sender unopened. Timely hand-delivered bids are acceptable. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.

All bids shall be firm offers and may not be withdrawn for a period of 270 Business Days following the last day to submit bids.

CONTACT WITH COUNTY PERSONNEL

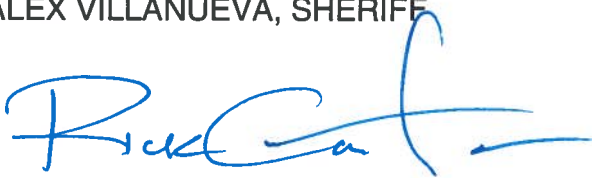
All contact regarding this IFB or any matter relating thereto must be in writing and may be mailed or e-mailed as follows:

Los Angeles County Sheriff's Department
Fiscal Administration Bureau - Contracts Unit
211 West Temple Street - 6th Floor West
Los Angeles, California 90012
E-mail address: s7lopez@lasd.org
Attention: Steve Lopez, Contract Analyst

If it is discovered that Bidder contacted and received information from any County personnel, other than the person specified above, regarding this solicitation, County, in its sole determination, may disqualify their bid from further consideration.

Sincerely,

ALEX VILLANUEVA, SHERIFF

A handwritten signature in blue ink, appearing to read "Rick Cavataio", with a long horizontal flourish extending to the right.

Rick Cavataio, Director
Fiscal Administration Bureau