



John E. Scott, Sheriff

County of Los Angeles Sheriff's Department Headquarters

4700 Ramona Boulevard
Monterey Park, California 91754-2169



September 2, 2014

BULLETIN NUMBER 1

REQUEST FOR PROPOSALS (RFP) AS-NEEDED CONSTRUCTION PROJECT MANAGEMENT AND RELATED SERVICES RFP NO. 14-01-SH

INTRODUCTION

The Los Angeles County Sheriff's Department ("Department"), on behalf of its Administrative and Training Division, is issuing this Request for Proposals (RFP) to solicit Proposals for an Agreement from qualified firms who can provide construction management and related services as a member of the Department's Facilities Planning Bureau Project Management Team, serving as a liaison in support of the County's Capital Project Program managed by the County.

Interested and qualified proposers that can demonstrate their ability to successfully provide the solicited services are invited to submit proposal(s) provided they meet all Minimum Mandatory Requirements and contractual requirements.

RFP RELEASE

The RFP will be accessible in electronic Portable Data File (PDF) format by 5:00 p.m. (Pacific Time) on September 3, 2014, via the Department's website at http://www.lasd.org/lasd_contracts/info.html (underscore between "lasd" and "contracts").

RFP TIMETABLE

The Timetable for this RFP is as follows:

- Release of RFP.....September 3, 2014
- Request for a Solicitation Requirements Review Due.....September 18, 2014
- Written Questions Due.....September 18, 2014
- Questions and Answers Released.....October 9, 2014
- Proposals due by.....4 p.m., October 30, 2014

PROPOSAL SUBMISSION REQUIREMENTS

The original Proposal and five (5) hard copies with CD's shall be enclosed in a sealed envelope or box, plainly marked in the upper left-hand corner with the name and address of the Proposer and bear the words:

“PROPOSAL FOR CONSTRUCTION PROJECT MANAGEMENT”

The Proposal shall be delivered or mailed to:

Los Angeles County Sheriff's Department
Facilities Planning Bureau
1000 South Fremont Avenue
Building A-9 East/5th Floor, Unit 47
Alhambra, California 91803
Attention: Michelle Janovich

DUE DATE: October 30, 2014

TIME: 4:00 P.M. – PACIFIC STANDARD TIME

It is the sole responsibility of the submitting Proposer to ensure that its Proposal is received before the submission deadline. Submitting Proposers shall bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. Any Proposals received after the scheduled closing date and time, as stated above, will not be accepted and will be returned to the sender unopened. Timely hand delivered proposals are acceptable. Facsimile (fax) or electronic mail (e-mail) copies will **not** be accepted.

CONTACT WITH COUNTY PERSONNEL

All contact regarding this RFP or any matter relating thereto must be in writing and must be mailed or e-mailed to the following person:

Los Angeles County Sheriff's Department
Facilities Planning Bureau – Contracts
Michelle Janovich, Contract Analyst
1000 South Fremont Avenue
Building A-9 East/5th Floor, Unit 47
Alhambra, CA 91803
mmjanovi@lasd.org

If it is discovered that a proposer contacted and received information regarding this RFP from any County personnel other than the person specified above, County, in its sole determination, may disqualify the proposal of such Proposer from further consideration.

Sincerely,

JOHN L. SCOTT, SHERIFF

A handwritten signature in black ink, appearing to read "Gary T.K. Tse". The signature is fluid and cursive, with the first name "Gary" and last name "Tse" being the most prominent parts.

Gary T.K. Tse, Director
Facilities Planning Bureau