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August 29, 2013

ADDENDUM NUMBER 1
REQUEST FOR PROPOSALS FOR CHOOSE HEALTH LA KIDS
(CHLAKids RFP 2013-006)

On July 22, 2013, the Los Angeles County Department of Public Health (DPH) released a Request for Proposals (RFP) to solicit proposals from qualified organizations to implement an intensive community-based public education and skills-building initiative to promote physical activity and healthy eating to children ages 0-5 and their families in Los Angeles County.

As indicated in the RFP, Paragraph 1.7 County Rights & Responsibilities, the County may amend the RFP by written addendum. This Addendum Number 1 amends the RFP as indicated below:

1. Paragraph 2.3, RFP Timetable, is deleted in its entirety and replaced by the following:

“2.3 RFP Timetable

Event	Date*
Release RFP	July 22, 2013
Request for a Solicitation Requirements Review Due	August 5, 2013 (4:00 p.m.)
Proposer’s written questions due	August 12, 2013 (4:00 p.m.)
Release of answers to Proposers’ written questions	September 4, 2013
Intent to Apply Form due	September 9, 2013 (4:00 p.m.)
Proposals Due	September 20, 2013 (4:00 p.m.)

*All times listed are in Pacific Daylight Time.”

2. Paragraph 2.5, Proposer’s Questions, third paragraph, is deleted in its entirety and replaced by the following:

“Questions may address concerns that the application of minimum requirements, evaluation criteria and/or business requirements would unfairly disadvantage Proposers or, due to unclear instructions, may result in the County not receiving the best possible responses from Proposer. Answers to Proposer’s questions will be released on **September 4, 2013**. Questions should be addressed to:

Romesh Anketell, MPH, CHES
Division of Chronic Disease and Injury Prevention
County of Los Angeles – Department of Public Health
Email address: ranketell@ph.lacounty.gov

3. Paragraph 2.7, Intent to Apply Form, subparagraph 2.7.1, is deleted in its entirety and replaced by the following:

“2.7.1 Interested and qualified Proposers may submit an Intent to Apply Form (Refer to Addendum Number 1 - Revised Appendix R) identifying the SPA for which they intend to apply. Only one Intent to Apply Form per Proposer will be accepted.”

4. Paragraph 2.7, Intent to Apply Form, subparagraph 2.7.2, is deleted in its entirety and replaced by the following:

“2.7.2 The deadline to submit the Intent to Apply Form is **September 9, 2013, 4:00 P.M. (Pacific Daylight Time).**”

5. Appendix R, Intent to Apply Form, is deleted in its entirety and replaced with Revised Appendix R, Intent to Apply Form. The Revised Appendix R is attached hereto, as Attachment I.

Addendum Number 1, and its applicable attachment, have been posted on the following County of Los Angeles website:

<http://publichealth.lacounty.gov/cg/index.htm>

Thank you for your interest in contracting with the County of Los Angeles. Except for the revisions contained in Addendum Number 1, there are no other revisions to the RFP. All other terms and conditions of the RFP remain in full force and effect.

Attachment (1)

**CHOOSE HEALTH LA kids
REVISED APPENDIX R
INTENT TO APPLY FORM**

Proposer's/Agency Name:

Proposers should complete and submit a REVISED Appendix R (Intent to Apply Form) by the due date and time specified below. Proposer shall be solely responsible for verifying his/her form was received with the County representative below. All verifications **must** be requested via e-mail transmission.

Proposers can only submit one (1) proposal for services to be provided in one (1) SPA only. Any and all multiple proposals from one agency or proposals to provide services in more than one (1) SPA will be deemed non-responsive and disqualified. Proposers should submit a completed Revised Appendix R (Intent to Apply Form) **by 4:00 pm (Pacific Daylight Time) on September 9, 2013**, by direct delivery or e-mail transmission (PDF format only) to the County's representative identified below.

Romesh Anketell, MPH, CHES
Division of Chronic Disease and Injury Prevention
County of Los Angeles – Department of Public Health
3530 Wilshire Boulevard, Suite 800
Los Angeles, California 90010
E-mail: ranketell@ph.lacounty.gov

SECTION A: PROPOSAL INFORMATION (The County of Los Angeles understands that the information provided in this section is tentative and that the Proposer may choose to submit their proposal based on a different category or location.)		
Anticipated SPA where work will be conducted. Please circle one of the following:		List the anticipated city(ies), community(ies) and/or unincorporated area(s) and/or L.A. City Council District (s) in the anticipated SPA where work will be conducted: (Refer to Appendix Q).
SPA 1	SPA 5	1. _____
SPA 2	SPA 6	2. _____
SPA 3	SPA 7	3. _____
SPA 4	SPA 8	4. _____
		5. _____
		6. _____
		If more space is needed, add additional page(s).

SECTION B: PROPOSER'S RFP CONTACT REPRESENTATIVE (Identify the person who will be the County's point of contact in relation to all notifications related to this Request For Proposal.)		
Name:	Title:	
Email:	Fax #:	Phone #:
Mailing Address:	City, State, Zip code:	

SECTION C: PROPOSER'S AUTHORIZED PERSON AND SIGNATURE (Identify the person authorized to sign on behalf of the Proposer and to bind the Proposer into the Contract.)		
Name:	Title:	
Email:	Fax #:	Phone #:
Mailing Address:	City, State, Zip code:	
Signature (blue ink):	Date of signature:	