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October 27, 2016

**ADDENDUM NUMBER 1
TO
REQUEST FOR PROPOSALS NUMBER 2016-009
FOR
MENTAL HEALTH SERVICES IN SERVICE PLANNING AREA (SPA) 6
FOR RYAN WHITE PROGRAM CLIENTS**

On September 27, 2016, the Los Angeles County Department of Public Health (DPH) released a Request for Proposals (RFP) for Mental Health Services in Service Planning Area (SPA) 6 for Ryan White Program Clients.

This Addendum Number 1 is being issued to make modifications to the RFP and to respond to Proposers' questions.

This addendum consists of two (2) parts as outlined below:

- **PART 1 – MODIFICATIONS TO RFP**
- **PART 2 – RESPONSES TO PROPOSERS' QUESTIONS**

PART 1 – MODIFICATIONS TO RFP

Pursuant to RFP Section 4.0, County Rights & Responsibilities, subsection 4.3, County's Right to Amend Request for Proposals, "The County has the right to amend the RFP by written addendum." Therefore, this Addendum Number 1 amends the RFP as indicated below (new or revised language is **highlighted** for easy reference):

1. RFP Section 3.0, Proposer's Minimum Mandatory Qualifications, subsection 3.3, Medi-Cal Certification shall be deleted in its entirety and replaced by the following:

"3.3 Medi-Cal Certification and National Provider Identification

Proposer must provide evidence of the following: 1) Proposer's current Medi-Cal Certification; and 2) Proposer's National Provider Identification (NPI) number. (Note: A copy of Proposer's Medi-Cal Certification should be attached and NPI number should be noted in Proposer's completed

REVISED Appendix L, Proposer's Minimum Mandatory Qualifications Form)."

2. RFP Section 7.0, Proposal Submission Requirements, subsection 7.2, RFP Timetable shall be amended to read as follows:

"7.2 RFP Timetable

The timetable for this RFP is as follows:

RFP TIMETABLE	
Release of RFP	September 27, 2016
Written Questions due By 3:00 PM	October 12, 2016
Questions and Answers Released	October 27, 2016
Request for a Solicitation Requirements Review due By 3:00 PM	November 9, 2016
PROPOSALS DUE BY 3:00 PM on	November 23, 2016

All times as listed above and throughout this RFP are Pacific Time (PT)."

3. Proposers are advised that Appendix D, Required Forms, Exhibit 1, Proposer's Organization Questionnaire/Affidavit, has been revised and replaced in its entirety with REVISED Exhibit 1. The revised exhibit is hereby attached to this Addendum Number 1 (Attachment 1)
4. Proposers are advised that Appendix L, Proposer's Minimum Mandatory Qualifications Form, has been revised and replaced in its entirety with REVISED Appendix L. The revised appendix is hereby attached to this Addendum Number 1 (Attachment 2).

PART 2 – RESPONSES TO PROPOSERS' QUESTIONS

Part 2 of this Addendum contains the written questions received by the 3:00 p.m. (PT) October 12, 2016 deadline, along with the corresponding answers. Proposers are advised, pursuant to RFP, Section 7.0, Proposal Submission Requirements, subsection 7.4, Proposer's Questions, that the County reserves the right to group similar questions when providing answers.

Proposers are further advised that Addendum Number 1 constitutes the official record of the County's responses to all questions received by the above-referenced deadline.

SECTION 1.0 – INTRODUCTION

Q1. In RFP Section 1.0, Introduction, subsection 1.2, Program and Technical Requirements, subparagraph, 1.2.1 Target Populations, "Proposers may propose services to one (1) or more of these groups." What is the total target number of uninsured patients/clients that DPH seeks Contractor(s) to serve under this RFP?

A1. There is no specific target number of uninsured patients that DPH seeks Contractors to serve under this RFP. Proposers should indicate in the budget form how many clients they intend to serve by CPT code.

Q2. In RFP Section 1.0, Introduction, subsection 1.3, Availability of Funding, "DPH intends to fund up to an estimated 4 delivery sites." What is the target number of uninsured patients/clients per site that DPH seeks contractor(s) to serve under this RFP?

A2. Please refer to the response provided to "Q1".

SECTION 3.0 – PROPOSER'S MINIMUM MANDATORY QUALIFICATIONS

Q3. In RFP Section 3.0, Proposer's Minimum Mandatory Qualifications, subsection 3.3, Medi-Cal Certification, it states that "Proposer must be Medi-Cal certified and/or have a National Provider Identification (NPI) number." Does the Proposer have to be Medi-Cal certified or will the National Provider Identification be sufficient?

A3. Subsection 3.3 has been revised. Proposers should refer to Part 1, Modifications to RFP, Item Number 1, of this Addendum Number 1.

GENERAL QUESTIONS

Q4. A) Please clarify that the RFP released for SPA 6 would not apply to agencies that are located in SPA 4? B) Will an RFP for SPA 4 be released? C) The RFP for Mental Health Services in SPA 6 appears to basically be the same as the RFP that was recently released for all of the SPAs - is this another attempt to obtain more providers for SPA 6?

A4-A. Pursuant to RFP Section 1.0, subsection 1.1.2, Mental Health Services (SPA 6 Only), mental health services shall be offered in SPA 6 to HIV-positive, Ryan White Program (RWP) eligible clients. As outlined in RFP Section 3.0, Proposer's

Minimum Mandatory Qualifications, subsection 3.4, Service Delivery Site, Proposer must have a service delivery site located within SPA 6 on the day that proposals are due.

A4-B. Mental Health services to be provided in all SPAs [1 through 8] were solicited in RFP No. 2016-004, which was released on June 28, 2016. Proposals for RFP No. 2016-004 were due August 15, 2016.

A4-C. Under RFP No. 2016-004, DPH did not receive any proposals for SPA 6; therefore, this RFP has been released to solicit mental health services in SPA 6.

Q5. I cannot locate my agency as a registered vendor on the County's homepage at <http://camisvr.co.la.ca.us/webven/>. Can you please provide assistance with the registration process? In regards to multiple registrations, if there are several accounts registered to one agency, is the agency still required to create a NEW account? Are these accounts associated with current contracts the agency has with LA County?

A5. For assistance with Vendor Registration, contact Vendor Relations at (323) 267-2725.

Q6. A) Please let me know if an institution is allowed to submit more than ONE application for this announcement? B) Is there a different application for different target populations or different areas in SPA 6?

A6-A. No. Proposers only need to submit one (1) proposal.

A6-B. No. See Section 7.8 Proposal Format, subsection 7.8.5 Part 3: Proposer's Program Information and Budget Per Service Delivery Site (Section E) for further instruction on multiple service delivery sites and proposed target populations.

As outlined in RFP, Section 4.0, County's Rights & Responsibilities, subsection 4.3, County's Right to Amend Request for Proposals, Proposers are reminded that should addendum require additional information not previously requested, failure to address the requirements of such addendum may result in the proposal being found non-responsive and not being considered, as determined in the sole discretion of the County. The County is not responsible for and shall not be bound by any representations otherwise made by any individual acting or purporting to act on its behalf.

Pursuant to RFP, Section 4.0, County's Rights & Responsibilities, subsection 4.3, County's Right to Amend Request for Proposals, Addendum Number 1 and its applicable

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attachments, have been made available on DPH's internet at <http://publichealth.lacounty.gov/cg/index.htm> and on the County's website at <http://camisvr.co.la.us/lacobids/BidLookUp/BidOpenStgart.asp> .

Thank you for your interest in contracting with the County of Los Angeles. Except for the revisions made in this 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.