



Los Angeles County
DEPARTMENT OF MENTAL HEALTH

November 9, 2018

Dear Prospective Proposer:

**NOTICE OF INTENT TO RELEASE A REQUEST FOR STATEMENT OF
QUALIFICATIONS FOR THE PROVISION OF PROJECT MANAGEMENT SERVICES
BID NO. DMH110918B1**

The Los Angeles County Department of Mental Health (DMH) is issuing this Request for Statement of Qualifications (RFSQ) to establish a Master Agreement List of qualified Vendors interested in providing Project Management services. Vendors determined to meet the minimum requirements identified in Section 1.5, Vendor's Minimum Qualifications, are invited to submit a Statement of Qualifications (SOQ). The SOQ must be prepared in accordance with Section 2.0, Instructions to Vendors, of the RFSQ.

A Project Management Services Master Agreement will be offered to all vendors qualified in one or more Project Management service categories. Upon execution of the Master Agreement, qualified vendors will become County contractors and, depending on demonstrated experience and qualifications in one or more of the Project Management service categories, may be solicited under competitive solicitations.

All information and attachments regarding this RFSQ may be downloaded from the following two websites:

LAC-DMH

Contracts Development & Administration Division

<https://dmh.lacounty.gov/contract-opportunities/open-solicitations/>

Los Angeles County – “Doing Business With Us” home page

<http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>

It is the sole responsibility of the Vendor to ensure that its SOQ is received by the initial submission deadline identified in subparagraph 2.3 RFSQ Timetable, of the RFSQ. Vendors shall bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.

The initial submission deadline for SOQs (1 original, 2 copies, and 1 thumb drive or compact disk) is at or before 12:00 p.m., (P.S.T.) on Monday, January 7, 2019, and shall be delivered or mailed to the following address:

**Los Angeles County-DMH
Contracts Development and Administration Division
550 S. Vermont Ave., 5th Floor, Room 500
Los Angeles, CA 90020
Attn: Dana Ong**

SOQs received by the initial submission deadline indicated above shall be reviewed upon receipt. SOQs received after the initial submission deadline shall be reviewed on a regular basis, at the discretion of DMH, for subsequent inclusion on the Master Agreement List.

Sincerely,



Dana Ong, Administrative Services Manager II
Contracts Development & Administration Division

DO:do

c: Jonathan E. Sherin, M.D., Ph.D.
Gregory Polk
Angel Baker
Stella Krikorian
Otilia Holguin
Vicki Kozikoujekian