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DEPARTMENT OF HUMAN RESOURCES

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March 25, 2026

Dear Vendors:

ADDENDUM NUMBER ONE TO REQUEST FOR STATEMENT OF QUALIFICATIONS #RFSQ-HM-2026-0225 FOR INVESTIGATION SERVICES

This Addendum Number One is issued to amend this Request for Statement of Qualifications (RFSQ), in accordance with RFSQ, Paragraph 4.2 (County's Right to Amend Request for Statement of Qualifications), and provide answers to questions received subsequent to the release of the RFSQ on February 25, 2026.

Please be advised that no additional questions or requests for clarification received by the County after the March 12, 2026, 12:00 p.m. due date for the submission of written questions in RFSQ, Paragraph 1.0, Solicitation Information and Minimum Requirements, will be responded to by the County.

COUNTY'S REVISIONS TO THE SAMPLE MASTER AGREEMENT:

1. Appendix A (Sample Master Agreement), Paragraph 6.1 (County Administration), of the RFSQ is hereby deleted in its entirety and replaced as follows:

"6.1 County's Administration

A listing of all County Administration referenced in the following paragraphs are designated in Exhibit D (County's Administration). The County will notify Contractor in writing of any change in the names or addresses shown."

2. Appendix A (Sample Master Agreement), Paragraph 8.1 (Amendments), the second Subparagraph 8.1.3, of the RFSQ is renumbered to 8.1.4 as follows:

"8.1.4 The County reserves the right, in its sole discretion, to make changes to the Master Agreement that do not materially affect scope, term, contract sum, or payments. Such changes will be accomplished with a Change Notice executed by the County's Project Director and which must be signed by Contractor, or either of their designees."

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ANSWERS TO QUESTIONS RECEIVED:

GENERAL QUESTIONS:

Question 1: Does this RFSQ pertain to those who currently have a Master Agreement for Investigation Services with the County of Los Angeles – Department of Human Resources?

Response: *Yes, vendors who have a current Master Agreement with the County of Los Angeles – Department of Human Resources for Investigation Services, which expires on August 31, 2026, **must** submit a Statement of Qualifications (SOQ) in response to this new RFSQ to qualify for the new Master Agreement that will replace the existing agreement.*

Question 2: How many investigations are outsourced to vendors monthly?

Response: *The number of investigations outsourced depends on factors that include, but are not limited to, the County's inventory of cases, the vendor's capacity to accept case assignments, as well as the vendor's demonstrated ability to complete investigations that meet the County's quality standards. It should be noted that case assignments are not issued on a monthly basis; instead, additional case assignments are made upon County approval of previously assigned cases to ensure effective case management and quality assurance.*

Question 3: Is the compensation listed in Exhibit B (Tiered Pricing Schedule) negotiable?

Response: *No, the compensation listed in Exhibit B (Tiered Pricing Schedule) of Appendix A (Sample Master Agreement) is not negotiable.*

Question 4: Is Exhibit B (Tiered Pricing Schedule) fixed for the term of the Master Agreement, including the two (2) additional one-year periods, for a maximum total Master Agreement term of five (5) years?

Response: *The County is facing fiscal challenges and constraints that impact all County Departments, which presently do not allow for rate adjustment. Please note that Paragraph 5.10 (Cost of Living Adjustment (COLA)) of Appendix A (Sample Master Agreement) of the RFSQ allows the County to reserve the right to invoke Paragraph 5.10 at its sole discretion in the future:*

At the sole discretion of the County, the Master Agreement amount (hourly) may be increased annually based on the most recent published percentage change in the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index for Urban Consumers (CPI-U) for the Los Angeles-

Long Beach-Anaheim Area for the twelve (12) month period preceding the Master Agreement commencement anniversary date, which will be the effective date for any Cost of Living Adjustment (COLA). If requested by the Contractor the Master Agreement amount (hourly) may, at the sole discretion of the County, be increased. However, any increase must not exceed the general salary movement granted to County employees as determined by the Chief Executive Officer as of each July 1 for the prior twelve (12) month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in County employee salaries, no COLA will be granted.

Before any COLA increase will take effect and become part of the Master Agreement, it will require a written amendment to the Master Agreement first, that has been formally approved and executed by the parties. To request a COLA, Contractor must submit a written request along with appropriate justification to the Contract Analyst.