

June 4, 2024

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Contracts & Grants Division
313 N. Figueroa St.,
6th Floor East
Los Angeles, CA 90012
Tel: (213) 288-7819
cg@dhs.lacounty.gov
www.dhs.lacounty.gov

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**ADDENDUM NO. 1
WORK ORDER SOLICITATION NO. SHSMA-WOS_CBS-041
FOR CAPACITY BUILDING SERVICES
IN-HOME CAREGIVING**

This Addendum No. 1 to the Work Order Solicitation (WOS) for Capacity Building Services-In-Home Caregiving modifies the WOS, Section 2.0 SCOPE OF SERVICES, Section 6.0, WORK ORDER SOLICITATION TIMETABLE, Section 12.1.2 Phase Two-Review of Written Material (Comparative Review) and deletes Section 14.0 APPEAL RIGHTS.

1. WOS, Section 2.0-SCOPE OF SERVICES, is deleted in its entirety and replaced as follows:

"2.0 SCOPE OF SERVICES

The selected Respondent(s) shall provide ongoing as-needed Services in accordance with all the requirements described in Exhibit 1, STATEMENT OF WORK (SOW)."

2. WOS, Section 6.0-WORK ORDER SOLICITATION TIMETABLE, is deleted in its entirety and replaced as follows:

"6.0 WORK ORDER SOLICITATION TIMETABLE

- Work Order Solicitation Release:.....May 17, 2024
- Written Questions Due Date/Time:.....May 23, 2024 at 11:00 a.m. PDT
- Initial Response Due Date/Time:.....June 5, 2024 at 11:00 am PDT

NOTE: This WOS will remain open after Initial Responses Due deadline until the County's needs are met."

3. WOS, Section 12.1.2- Phase Two-Review of Written Material (Comparative Review), is deleted in its entirety and replaced as follows:

“12.1.2 Phase Two-Review of Written Material (Acceptable/Unacceptable)”

As part of Phase Two, each Response will be reviewed, to assess Respondent’s qualifications, capability and proposed approach and methodology for provision of Services solicited under this WOS. As a result of this Phase Two review, Respondent’s Response will be determined to be either (i) “Acceptable” for consideration for provision of the Services or (ii) “Unacceptable” and disqualified from further consideration. County staff will review the following Attachments, or sections thereof, included in Respondent’s Response to the WOS, together with the provided supporting documentation or other information:

A. Respondent’s Background and Experience

A review will be conducted on the appropriateness and suitability of the Response to Exhibit 4, RESPONSE TO REQUESTED INFORMATION, Section 3.0, RESPONSE QUESTIONS, Sub-Section 3.2, Background and Experience, to determine if the Respondent has the qualifications, experience, and capacity to provide the services outlined therein.

B. Respondent’s Approach and Methodology

A review will be conducted on the appropriateness and suitability of the Respondent’s narrative responses to Exhibit 4, RESPONSE TO REQUESTED INFORMATION, Section 3.0 RESPONSE QUESTIONS, Sub-Section 3.3, Approach and Methodology, to determine if the Respondent has the capacity to provide, and a good understanding of, the services outlined therein.

C. Respondent’s Budget

A review will be conducted on the appropriateness and suitability of the Respondent’s response to Exhibit 7, BUDGET.”

4. WOS, Section 14.0 APPEAL RIGHTS, is deleted in its entirety and intentionally omitted.