



SCOTT MINNIX
Director

County of Los Angeles INTERNAL SERVICES DEPARTMENT

9150 E. Imperial Hwy.
Downey, California 90242

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"To enrich lives through effective and caring service"

October 9, 2019

Dear Vendor:

TELECOMMUNICATIONS EQUIPMENT AND SERVICES MASTER AGREEMENT (TESMA) **REQUEST FOR STATEMENT OF QUALIFICATIONS # 104574**

Thank you for your interest in the County of Los Angeles' Telecommunication Equipment and Services Master Agreement (TESMA) contracting opportunity. Attached, please find the Request For Statement of Qualifications (RFSQ) #104574, which includes the Master Agreement. In downloading the files, the RFSQ documents should be assembled in the following order: (1) TESMA RFSQ - Cover Letter; (2) TESMA – RFSQ with Appendix A - B; (3) Appendices C and D; (4) Appendices E-N (5) Appendix A-Required Forms (Word Format).

Please review all of the attachments thoroughly, complete the required forms and documentation, and send one (1) original and one (1) copy of the Statement of Qualifications (SOQ) package to:

Contracts Analyst (TESMA)
County of Los Angeles
Internal Services Department
9150 East Imperial Hwy. MS-46
Downey, CA 90242

There is no deadline for submitting your SOQ. However, all documentation requested must be submitted at the same time. When you have submitted all of the required documentation, the County will evaluate your firm's qualifications. Upon completion of the administrative review, if your firm's qualifications are deemed acceptable with all required forms, the County will execute the Master Agreement and send you a complete, executed copy of the Agreement.

If you have any questions regarding the RFSQ process, please send an email to tesma@isd.lacounty.gov.

Sincerely,

Octavio Sahagun,
Administrative Services Manager III
Contracts ITS- PCS Contracting Division

OS:bc
Attachments