

**ADDENDUM ONE TO THE REQUEST FOR PROPOSALS  
#DRP-0108 FOR THE PROVISION OF  
DISPUTE RESOLUTION PROGRAM SERVICES**

**The purpose of this Addendum is to extend the time to allow additional time for potential applicants to submit questions/comments consistent with the terms of RFP Section 2.0 and a thorough response from the County to the questions/comments submitted.**

Addendum One to the Request For Proposals #DRP-0108 shall cause the following revisions (revisions to the RFP sections in this Addendum are noted in **bold**):

1. RFP, Section 2.0 Proposal Submission Requirements, Sub-Section 2.3, RFP Timetable has been revised to read as follows:

2.3 RFP TIMETABLE

The timetable for this RFP is as follows:

- Release of the RFP.....October 17, 2008
- Proposers Conference.....October 23, 2008
- **Written Questions Due.....October 29, 2008**
- Request for a Solicitation Requirements Review Due.....October 24, 2008
- Written Questions and Answers (Q&A) (Posted on Website).....October 31, 2008
- Q&A From Proposer's Conference (Posted on Website).....October 31, 2008
- **Proposals Due By 5:00pm.....November 24, 2008**

2. RFP, Section 2.0 Proposal Submission Requirements, Sub-Section 2.5, Proposer Questions, Sub-Section 2.5.1 is revised to read as follows:

2.4 Proposer Questions

Proposers may submit written questions regarding this RFP by mail, fax, or e-mail to the Project Supervisor identified below. All questions must be received by **October 29, 2008, 5:00 P.M.** All questions, without identifying the submitting company, will be compiled with the appropriate answers and issued as an addendum to the RFP.

When submitting questions please specify the RFP section number, paragraph number, and page number and quote the passage that prompted the question. This will ensure that the question can be quickly found in the RFP. County reserves the right to group similar questions when providing answers.

Questions may address concerns that the application of minimum requirements, evaluation criteria, and/or business requirements would unfairly disadvantage Proposers or, due to unclear instructions, may result in the County not receiving the best possible responses from Proposer. Questions should be addressed to:

Nusun Muhammad, Project Supervisor  
Community and Senior Services  
Domestic Violence Planning and Dispute Resolution Program  
Grants Administration Division  
RE: DRP RFP/Questions and Answers  
3175 W. Sixth Street, Room 304  
Los Angeles, CA 90020-1708  
nmuhamma@css.lacounty.gov  
Fax: (213) 386-3995

3. RFP, Section 3.0 Selection Process Requirements, Sub-Section 3.1, Selection Process is revised to read as follows:

#### 3.1 Selection Process

The County reserves the sole right to judge the contents of the proposals submitted pursuant to this RFP, and to review, evaluate, and select the successful proposal(s). This selection process will begin after the receipt of the proposal(s) on **November 24, 2008 by 5:00 P.M.**

Evaluation of the proposals will be made by an Evaluation Committee selected by the Department. The Committee will evaluate the proposals and will use the evaluation approach described herein to select a prospective Contractor.

All proposals will be evaluated based on the criteria listed below. All proposals will be scored and ranked in numerical sequence from high to low. The Evaluation Committee may utilize the services of appropriate experts to assist in this evaluation. A site visit may be conducted to determine the adequacy of the Proposer's facilities prior to an award.

After a prospective Contractor has been selected, the County and the prospective Contractor(s) will negotiate a Contract for submission to the Board of Supervisors for its consideration and possible approval. If a satisfactory Contract cannot be negotiated, the County may, at its sole discretion, begin contract negotiations with the next qualified Proposer who submitted a proposal, as determined by the County.

The recommendation to award a Contract will not bind the Board of Supervisors to award a Contract to the prospective Contractor.

The County retains the right to select a Proposal other than the Proposal receiving the highest number of points if the County determines, at its sole discretion, another Proposal is the most overall qualified, cost-effective, responsive, responsible, and in the best interests of the County.

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**Except as provided by addendum, all other terms and conditions of the RFP remain unchanged.**

**RFPs are due on Monday, November 24, 2008 by 5:00 p.m. No late proposals will be accepted. We look forward to receiving your proposals.**