Health Services
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To improve health through leadership, service and education

April 30, 2010

Dear Prospective Proposers:

NOTICE OF INTENT TO RELEASE A REQUEST FOR PROPOSAL FOR HOUSEKEEPING SERVICES

The County of Los Angeles, Department of Health Services (DHS) will be releasing a Request for Proposal (RFP) for Housekeeping Services at multiple DHS and Public Health (PH) facilities as identified in the RFP.

The RFP describes the service requirements as well as criteria and procedures for the submission of proposals. Electronic copies of the RFP can be obtained directly through the internet at http://camisvr.co.la.ca.us/lacobids/ and http://cg.dhs.lacounty.gov/default.htm (DHS Open Bids). Please note that the housekeeping services budget and pricing sheets are in Microsoft Excel and must be submitted on diskette.

Additionally, copies of the RFP will be available on a CD-ROM Diskette at the following location after April 30, 2010.

Department of Health Services (DHS)
Contracts and Grants Division
313 North Figueroa Street, Sixth Floor East
Los Angeles, California 90012
Contact Person: Tryphenia Funches
Phone: (213) 240-8075
E-mail: tfunches@dhs.lacounty.gov

A Mandatory Proposer's Conference is scheduled for Thursday, May 13, 2010, 2:00 p.m., at Department of Health Services Auditorium, 313 N. Figueroa Street, Los Angeles, CA 90012. The mandatory site visits will be scheduled between May 17, 2010 and May 25, 2010. Public parking is available on Temple Street adjacent to the DHS Headquarter Facility; plan sufficient time for parking and attending the Mandatory Proposer's Conference.

The deadline to submit proposals with diskettes for this RFP is 12:00 noon, Pacific Standard Time on June 14, 2010. No late proposals/files will be accepted.

Sincerely,

Kathy K. Hanks, C.P.M.
Director, Contract Administration and Monitoring

KKH:tvf