



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

ROBERT G. LUNA, SHERIFF



December 21, 2022

Notice to Vendors:

**BULLETIN NUMBER 1  
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)  
PSYCHOLOGICAL AND/OR PSYCHIATRIC SERVICES  
RFSQ NUMBER 713-SH**

## **INTRODUCTION**

The Los Angeles County (County) Sheriff's Department (Department) is seeking qualified psychologists/psychiatrists (Vendors) to enter into Master Agreements with the County to provide Psychological and/or Psychiatric Services (Services) on an intermittent, as-needed, basis for the Department's Psychological Services Bureau (PSB). PSB requires the Services for Department members and the family members/significant others of Department members.

## **VENDOR'S MINIMUM MANDATORY QUALIFICATIONS**

### 1. Psychological Services

Interested and qualified Vendors who can demonstrate their ability to successfully provide the required Services outlined in Attachment 1 (Statement of Work: Psychological Services) of Appendix A (Model Master Agreement) of the Request for Statement of Qualifications (RFSQ) are invited to submit a Statement of Qualifications (SOQ), provided they meet the following Minimum Mandatory Qualifications:

- 1.1 Vendor (psychologist(s)) must have a doctorate in psychology or related field from an accredited institution. Accredited institutions are those listed in the publications of regional, national, or international accrediting agencies. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable.

Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from the United States accredited

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institutions by an academic credential evaluation agency recognized by the National Association of Credential Evaluation Services and Association of International Credential Evaluators, Inc.

Vendor (psychologist(s)) must provide a copy of the diploma, including the name of the graduate school or professional school and year graduated.

- 1.2 Vendor (psychologist(s)) must be licensed as a psychologist by the California Board of Psychology. Vendor must provide a copy of the license, which must include the license number and date of issue/renewal.
- 1.3 Vendor (psychologist(s)) must have one year of experience providing psychological services to employees of a public safety agency or to military personnel. Public safety agency is defined as any government agency whose primary goals are law enforcement and/or protecting the safety and welfare of the public. Vendor must submit references to verify experience.

## 2. Psychiatric Services

Interested and qualified Vendors who can demonstrate their ability to successfully provide the required Services outlined in Attachment 2 (Statement of Work: Psychiatric Services) of Appendix A (Model Master Agreement) of the RFSQ are invited to submit a SOQ, provided they meet the following Minimum Mandatory Qualifications:

- 2.1 Vendor (psychiatrist(s)) must have graduated from an accredited medical school. Vendor must provide a copy of the diploma, including the name of the medical school and year graduated.
- 2.2 Vendor (psychiatrist(s)) must have completed an accredited psychiatric residency program. Vendor must provide a copy of the diploma, including the name and location of medical school and year graduated.
- 2.3 Vendor (psychiatrist(s)) must be board certified in psychiatry by the American Board of Psychiatry and Neurology. Vendor must provide a copy of the board certification, including the year of board certification.
- 2.4 Vendor (psychiatrist(s)) must have one year of experience providing psychiatric services. Vendor must submit references to verify experience.

## 3. Vendor must not be an agency or firm that specializes in providing temporary personnel or job placement services.

4. If Vendor's compliance with a County contract has been reviewed by the Department of the Auditor-Controller within the last ten years, Vendor must not have unresolved questioned costs identified by the Auditor-Controller, in an amount over \$100,000, that are confirmed to be disallowed costs by the contracting County department, and remain unpaid for six months or more from the date of disallowance, unless such disallowed costs are the subject of current

good faith negotiations to resolve the disallowed costs, in the opinion of the County.

**CALIFORNIA PUBLIC EMPLOYEES’ PENSION REFORM ACT (PEPRA)**

The State of California Legislature has enacted Senate Bill 13 (Beall) regarding the California Public Employees’ Pension Reform Act of 2013 (the Act). Section 7522.56(b) of the Act (as amended) reads in part, as follows:

(b) A retired person shall not serve, be employed by, or be employed through a contract directly by, a public employer in the same public retirement system from which the retiree receives the benefit without reinstatement from retirement.

As a result of the Act, County is prohibited from contracting with a retired County employee under this RFSQ.

**RFSQ RELEASE**

The RFSQ will be released and will be accessible via the Sheriff’s Department website at: <http://shq.lasdnews.net/shq/contracts/info.html>.

All potential Contractors are encouraged to monitor the above solicitation website for Bulletins, as they are posted, during the entire solicitation process.

**RFSQ TIMETABLE**

The timetable for this RFSQ is as follows:

- Release of RFSQ.....December 21, 2022
- Request for a Solicitation Requirements Review Due.....December 29, 2022
- Written Questions Due .....January 5, 2023
- Questions and Responses Released .....January 12, 2023
- **SOQ due by 3:00 p.m. (Pacific Time).....January 19, 2023**

The SOQ submittal due date above is an initial due date. SOQs not received by that date may not be reviewed initially; however, they may be reviewed at a later date to determine if they meet the Minimum Mandatory Qualifications listed. The solicitation will remain open until the needs of the Department are met.

**SOQ SUBMISSION**

The original SOQ and three numbered identical copies along with two separate identical electronic copies in PDF format on separate flash drives must be enclosed in a sealed

envelope or box, plainly marked in the upper left-hand corner with the name and address of Vendor and reference the solicitation as follows:

**“SOQ FOR PSYCHOLOGICAL AND/OR PSYCHIATRIC SERVICES (RFSQ 713-SH)”**

The SOQ and any related information must be delivered or mailed to:

Los Angeles County Sheriff's Department  
Hall of Justice  
Fiscal Administration - Contracts Unit  
211 West Temple Street, 6<sup>th</sup> Floor  
Los Angeles, California 90012  
Attention: Gabriela Frierson, Contract Analyst

It is the sole responsibility of the submitting Vendor to ensure that its SOQ is received before the submission deadline identified in subparagraph 7.2 (RFSQ Timetable) of this RFSQ. Submitting Vendors will bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. No facsimile (fax) or electronic mail (E-mail) copies will be accepted.

**CONTACT WITH COUNTY PERSONNEL**

Any contact regarding the RFSQ or any matter relating hereto must be in writing and e-mailed to:

Gabriela Frierson  
E-mail address: [gfrierso@lasd.org](mailto:gfrierso@lasd.org)

If it is discovered that a Vendor contacted and received information from any County personnel, other than the person specified above, regarding the RFSQ, County, in its sole discretion, may disqualify Vendor and their SOQ from further consideration.

Sincerely,

ROBERT G. LUNA, SHERIFF

A handwritten signature in blue ink that reads "R. Cavataio" with a stylized flourish at the end.

Rick Cavataio, Director  
Fiscal Administration Bureau