

May 29, 2026

Notice to Potential Bidders:

**BULLETIN NUMBER 1
INVITATION FOR BIDS (IFB)
VISITOR BUS TRANSPORTATION SERVICES
IFB NUMBER 738-SH**

INTRODUCTION

The Los Angeles County (County) Sheriff's Department (Department) is issuing a Invitation for Bids (IFB) to solicit bids for a contract with an organization that can provide visitor bus transportation services for the Department's Peter J. Pitchess Detention Center (PDC) Custody Facility.

MINIMUM MANDATORY REQUIREMENTS

Interested and qualified Bidders that can demonstrate their ability to successfully provide the required services outlined in the IFB, are invited to submit bids, provided Bidder submitting the bid meets the Minimum Mandatory Requirements listed below, at the time of bid submission.

Minimum Mandatory Requirements

1. Bidder must have a minimum of five consecutive years of experience, within the last seven years, providing bus transportation Services for public/government organizations and/or custody facility(ies) equivalent or similar to the services identified in Exhibit A (Statement of Work) of Appendix A (Contract) to this IFB.

Bidder must complete Exhibit 8 (List of References) of Appendix B (Required Forms) to this IFB listing all references necessary to verify this Minimum Mandatory Requirement.

2. Bidder must have a fleet of at least five buses with a minimum capacity of 43 passengers, one of which must be handicap accessible.

Bidder must complete Exhibit 8 (List of References) of Appendix B (Required Forms) to this IFB listing all references necessary to verify this Minimum Mandatory Requirement.

- 3. Bidder must possess a valid Transportation Charter Party (TCP) permit issued by the California Public Utilities Commission (CPUC).

Bidder must complete Exhibit 7 (Licenses, Certifications, Registrations, and Credentials) of Appendix B (Required Forms) to this IFB and provide a copy of the permit to verify this Minimum Mandatory Requirement.

- 4. Bidder must operate a dispatch office within the County or an adjacent county.
- 5. If Bidder’s compliance with a County Contract has been reviewed by the Department of the Auditor-Controller (A-C) within the last ten years, then Bidder must not have unresolved questioned costs identified by the A-C in an amount over \$100,000. Costs include those that are confirmed to be disallowed costs by the contracting County department and remain unpaid for a period of six months or more from the date of the A-C Report, unless such disallowed costs are the subject of current good faith negotiations to resolve the disallowed costs, in the opinion of the County.

IFB RELEASE

All potential Bidders are encouraged to monitor the County’s solicitation website for Bulletins, as they are posted, during the entire solicitation process.

IFB TIMETABLE

The timetable for the IFB is as follows:

- IFB Release Date May 29, 2026
- Request for a Solicitation Requirements Review Due.....June 12, 2026
- Deadline to Register for Mandatory Bidder’s Conference and Mandatory Site VisitJune 15, 2026
- Mandatory Bidder’s Conference and Mandatory Site VisitJune 18, 2026
- Written Questions DueJune 26, 2026
- Questions and Answers Released July 7, 2026
- **Bids due by 3:00 P.M. (Pacific Time)..... July 15, 2026**

The foregoing dates may be changed at any time at the sole discretion of the County. Such changes will be made through an addendum and posted on the Department’s website at <https://lasd.org/transparency/solicitations/>.

BID SUBMISSION

The original bid and three numbered exact hard copies, and two separate exact electronic copies in PDF format on flash drives, must be enclosed in a sealed envelope or box. The envelope or box must be plainly marked in the upper left-hand corner with the name and address of Bidder and reference the solicitation as follows:

“BID FOR VISITOR BUS TRANSPORTATION SERVICES (IFB 738-SH)”

The bid must be delivered or mailed to:

Los Angeles County Sheriff's Department
Hall of Justice
Fiscal Administration Bureau – Contracts Unit
211 West Temple Street, 6th Floor
Los Angeles, California 90012
Attention: Marissa Peshkepia, Contract Analyst

It is the sole responsibility of submitting Bidder to ensure that its bid is received before the submission deadline identified in Paragraph 7.3 (IFB Timetable) of this IFB. Bidders must 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

All contact regarding the IFB or any matter relating thereto must be in writing, and e-mailed to:

Contract Analyst: Marissa Peshkepia
E-mail: mmpeshke@lasd.org

If it is discovered that Bidder contacted and received information from any County personnel, other than the person specified above, regarding the solicitation, the County, at its sole determination, may disqualify their bid from further consideration.