

**COUNTY OF LOS ANGELES
DEPARTMENT OF CHILDREN AND FAMILY SERVICES
BEHAVIORAL AIDE INVITATION FOR BIDS IFB #21-0070-1**

PROSPECTIVE BIDDERS' CONFERENCE

**Monday, February 6, 2023
10 AM, PST
Conference Call Number: 888-204-5987
Access Number: 4045035**

- 1. WELCOME AND INTRODUCTION**
- 2. PROGRAM OVERVIEW**
- 3. INVITATION FOR BIDS (IFB) HIGHLIGHTS AND BID SUBMISSION**
- 4. PROSPECTIVE CONTRACTOR QUESTIONS**
- 5. CLOSING**

Please use the attached **Appendix F - Sample Format to Submit Written Questions**, to submit your question(s). The Sample Format to Submit Written Questions is also included in the Behavioral Aide IFB, which is posted on DCFS' Website at: <http://contracts.dcfslacounty.gov>

To Sign-in for Prospective Bidders' Conference, send an email to BASIFB@dcfslacounty.gov by 2/6/2023 at 5 pm. Please indicate "**Behavioral Aide IFB Conference Sign-in**" in the subject line. You will receive an email reply from BASIFB@dcfslacounty.gov requesting the contact information from attendees of the Prospective Bidders' Conference. This must be completed and sent it back for us. We may use the contact information for future communications regarding the Behavioral Aide IFB.

Bid Opening: April 5, 2023 at 10 am

The Bid Opening will be held via virtual meeting through Microsoft Teams. Bidders who want to participate in the Bid Opening **must register by March 29, 2023** by sending an email to BASIFB@dcfslacounty.gov with the information listed below. The County will provide the Bid Opening Information to registered Bidder's Representative(s). To register for the Bid Opening provide all the following information in an email **by March 29, 2023**:

- **Email Subject:** Register for Behavioral Aide Bid Opening (IFB #21-0070-1)
- Name of Organization
- Name of Bidder's Representative(s) and title
- Email and telephone number

**Behavioral Aide Services
Invitation for Bids (IFB)
CMS #21-0070-1**

Sample Format to submit written questions

(ADDITIONAL QUESTIONS: ADD PAGES, DUPLICATE THE FORMAT BELOW, AND NUMBER ACCORDINGLY)

**NAME OF PROSPECTIVE
CONTRACTOR**

_____ **Legal name followed by any fictitious name (doing business as)**

1. **Please check below to indicate the part of the IFB that prompt this question:**

IFB Paragraph #, Appendix #, Section #, Page #

Please enter the language that prompted your question here: →	
Please enter your question here: →	

2. **Please check below to indicate the part of the IFB that prompt this question:**

IFB Paragraph #, Appendix #, Section #, Page #

Please enter the language that prompted your question here: →	
Please enter your question here: →	