State of California—Health and Human Services Agency
Department of Health Services

California
Department of
Health Services
SANDRA SHEWRY
Director
(916) 650-0330

ARNOLD SCHWARZENEGGER
Governor

Notice to Prospective Proposers

You are invited to review and respond to this Request for Proposal (RFP) Number 05-45870 entitled, "Domestic Violence Unserved/Underserved Mental Health and/or Substance Abuse (MHSA) Training and Technical Assistance Project". In submitting your proposal, you must comply with the instructions found herein.

Note that all agreements entered into with the State of California will include by reference General Terms and Conditions and Contractor Certification Clauses that may be viewed and downloaded at the following Internet site http://www.ols.dgs.ca.gov/Standard+Language/default.htm. A copy of the RFP is made available on the MCAH/OFP website at www.mch.dhs.ca.gov. If you do to have Internet access, a hard copy can be obtained by contacting the person signing this letter.

If a discrepancy occurs between the information appearing in the advertisement placed in the California State Contracts Register and the information herein, the information in this notice and in the RFP shall take precedence.

I. Proposal Submission Deadline

Regardless of postmark or method of delivery, the Department of Health Services' (DHS) Contract Management Unit must receive proposal packages no later than **4:00 p.m.** on **November 28, 2005**. Refer to the attached RFP for detailed submission requirements.

II. Voluntary Non-Binding Letter of Intent

In this procurement, prospective proposers are asked to voluntarily submit a non-binding Letter of Intent. See the RFP for detailed Letter of Intent submission instructions.

III. Disabled Veteran Business Enterprise (DVBE) participation requirements

California Law requires Disabled Veteran Business Enterprise (DVBE) participation and/or performance of a good faith effort (GFE) to meet these requirements. DHS policies require DVBE participation on all contracts exceeding $10,000. You may need four weeks or more to complete this process; therefore, you should begin this process promptly. Out-of-state firms must comply with California's DVBE participation requirements.

IV. Funding Limit

Funding for these services may be limited to the following amounts:

A. $366,666 for the budget period of 05/01/06 through 06/30/06.
B. $366,666 for the budget period of 07/01/06 through 06/30/07.
C. $366,666 for the budget period of 07/01/07 through 06/30/08.
D. $305,555 for the budget period of 07/01/08 through 04/30/09.
E. $1,405,553 for the entire contract term.

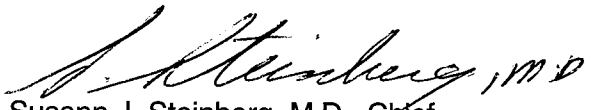
Funding for each state fiscal year is subject to an annual appropriation by the State Legislature or Congress. If full funding does not become available, DHS will cancel the resulting agreement or amend it to reflect reduced funding and reduced activities. Continuation beyond the first state fiscal year is also subject to the contractor's successful performance. Without prior DHS authorization, you may not expend funds set aside for one budget period in a subsequent budget period.

V. Proposer Questions

In the opinion of the DHS, this RFP is complete and without need of explanation. However, if you have questions or need clarifying information, put all inquiries in writing and mail or fax them to DHS according to the instructions in the RFP section entitled, "Proposer Questions."

Thank you for your interest in DHS' service needs.

Sincerely,



Susann J. Steinberg, M.D., Chief
Maternal, Child and Adolescent Health/Office of Family Planning Branch

Attachment