January 22, 2026

Notice to Potential Proposers:

BULLETIN NUMBER 1
REQUEST FOR PROPOSALS (RFP)
CUSTODIAL SERVICES
RFP NUMBER 759-SH

INTRODUCTION

The Los Angeles County (County) Sheriff's Department (Department) is issuing the Request for Proposals (RFP) to solicit proposals for contracts with organizations that can provide comprehensive custodial services. The objective of this RFP is to award contracts to Proposers capable of providing reliable, high-quality custodial services across multiple designated facilities within the County.

MINIMUM MANDATORY REQUIREMENTS

Interested and qualified Proposers that can demonstrate their ability and qualifications to successfully provide the required services outlined in the RFP, are invited to submit a proposal(s), provided they meet the following Minimum Mandatory Requirements listed below at the time of proposal submission.

Minimum Mandatory Requirements

1. Proposer must demonstrate that they have two years' experience, within the last five years, providing custodial services in office buildings, institutional facilities, or similar facilities.
2. If Proposer's compliance with a County contract has been reviewed by the Department of the Auditor-Controller (A-C) within the last ten years, then Proposer must not have unresolved questioned costs identified by the A-C, in an amount over $100,000.00. Costs include those 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.

Proposer may not use subcontractor's experience to meet the Minimum Mandatory Requirements listed above.

RFP RELEASE

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

RFP TIMETABLE

The timetable for this RFP is as follows:

- Release of RFP..... 1/22/26
- Request for a Solicitation Requirements Review Due..... 2/5/26
- Deadline to Register for Mandatory Proposers' Conference 2/11/26
- Part 1 – Written Questions Due
  (Pre-Proposers' Conference & Site Visits)..... 2/12/26
- Part 1 – Questions and Answers Released 2/27/26
- Mandatory Proposers' Conference & Site Visits 3/2-3/4/26
- Submission of Application for Exemption to Living Wage Program 3/9/26
- Part 2 – Written Questions Due
  (Post-Proposers' Conference & Site Visits) 3/11/26
- Part 2 - Questions and Answers Released 3/20/26
- **Proposals due by 3:00 P.M. (Pacific Time) 4/9/26**

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

PROPOSAL SUBMISSION

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

"BUSINESS PROPOSAL FOR
CUSTODIAL SERVICES
RFP NUMBER 759-SH"

The original Cost Proposal,one exact hard copy, and one electronic copy on a flash drive containing the Cost Proposal, must be submitted in a **separate sealed package**, plainly marked in the upper left-hand corner with the name and address of Proposer and reference the solicitation as follows:

"COST PROPOSAL FOR
CUSTODIAL SERVICES
RFP NUMBER 759-SH"

The proposal(s) must be delivered or mailed to:

Los Angeles County Sheriff's Department
Fiscal Administration Bureau – Contracts Unit
211 West Temple Street – 6th Floor
Los Angeles, California 90012
Attention: Virginia Flores-Villalobos

While both the Business and Cost Proposals may be boxed and delivered together, they must be SEALED SEPARATELY within the box.

It is the sole responsibility of the submitting Proposer to ensure that its proposal is received before the submission deadline. Submitting Proposers will bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. Any proposals received after the scheduled closing date and time for receipt of proposals, as listed in Paragraph 7.2 (RFP Timetable) of the RFP, will not be accepted and will be returned to the sender unopened. Timely hand-delivered proposals are acceptable. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.

CONTACT WITH COUNTY PERSONNEL

All contact regarding this RFP or any matter relating thereto must be in writing and e-mailed as follows:

E-mail address: v2flores@lasd.org
Attention: Virginia Flores-Villalobos, Contract Analyst

If it is discovered that Proposer 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 proposal from further consideration.