March 16, 2020

Dear Prospective Proposer:

The public health crisis created by the COVID-19 has put us in unprecedented times. On March 15, Mayor Eric Garcetti put in place temporary restrictions to stop large numbers of people from gathering and staying in close proximity. These new restrictions will be effective through March 31, 2020, unless they are extended. Due to this, the L.A. for Kids – Proposition K Program has cancelled previously scheduled face-to-face Technical Assistance Seminars (TAS) and will now conduct them remotely, using Google Hangouts.

Questions regarding the request for proposal process and requirements, environmental assessment procedures, and City contracting procedures will be discussed at these Technical Assistance Seminars.

Please see the revised schedule of the TAS below. It is still mandatory that potential proposers log on and remotely attend one of the six (6) TAS. Potential proposers who do not attend a TAS will NOT be eligible to submit a proposal.

If you are unable to attend one of the following TAS remotely, please contact Proposition K staff immediately to discuss possible alternatives.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Google Hangout Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 18, 2020</td>
<td>10:30 am – 12:30 pm</td>
<td>N/A Remote TAS Only</td>
<td><a href="https://meet.google.com/lyh-bbbo-piw?hs=122">https://meet.google.com/lyh-bbbo-piw?hs=122</a></td>
</tr>
<tr>
<td>March 25, 2020</td>
<td>10:30 am – 12:30 pm</td>
<td>N/A Remote TAS Only</td>
<td><a href="https://meet.google.com/nen-juvy-uxi">https://meet.google.com/nen-juvy-uxi</a></td>
</tr>
<tr>
<td>March 26, 2020</td>
<td>12:30 pm – 2:30 pm</td>
<td>N/A Remote TAS Only</td>
<td><a href="https://meet.google.com/dxw-mady-tyr">https://meet.google.com/dxw-mady-tyr</a></td>
</tr>
<tr>
<td>April 1, 2020</td>
<td>10:30 am – 12:30 pm</td>
<td>N/A Remote TAS Only</td>
<td><a href="https://meet.google.com/kwn-fagn-awb">https://meet.google.com/kwn-fagn-awb</a></td>
</tr>
<tr>
<td>April 9, 2020</td>
<td>10:30 am – 12:30 pm</td>
<td>N/A Remote TAS Only</td>
<td><a href="https://meet.google.com/rgb-vqmd-amf">https://meet.google.com/rgb-vqmd-amf</a></td>
</tr>
<tr>
<td>April 15, 2020</td>
<td>10:30 am – 12:30 pm</td>
<td>N/A Remote TAS Only</td>
<td><a href="https://meet.google.com/dsv-gqso-wid">https://meet.google.com/dsv-gqso-wid</a></td>
</tr>
</tbody>
</table>
Google Hangouts Instructions:

1) Click on highlighted Google Hangout Link in the Technical Assistance Seminar Schedule table above.
2) Click on “Join now.”
3) Once in the Google Hangout, click on the chat icon at the top of the screen. Please send a message that contains the following:
   I. First and Last name
   II. Agency Name and Address
   III. Phone Number
   IV. E-mail Address
4) In deference to other online attendees, we ask that you mute your microphone or telephone during the TAS sessions. We will provide opportunities during each of the TAS sessions for questions, at which time we will let you know to un-mute your computer, and allow oral questions.
5) You may also send questions through the chat function of Google Hangouts at any time during the TAS, and we will try to answer those questions during the question and answer portion of the training sessions, so that all will benefit from your questions, and the City responses. All questions and answers from each of the TAS sessions will be posted online on our Prop K website.

NOTE: Google Hangouts for Gov. will only allow 25 participants per conference. If you are unable to attend due to capacity limitation, please attend one of the other sessions.

Helpful Links:

1) Google Hangouts Support including account and system requirements: https://support.google.com/hangouts/answer/2944865
2) TAS Powerpoint Presentation: Link
3) Link to 10th Cycle Request for Proposal (RFP): https://eng.lacity.org/propk

For any questions, please call (213) 485-4458, Marisa Garcia, or e-mail at engpropkrfp@lacity.org.

Sincerely,

Neil Drucker, Assistant Division Head/Program Manager
Recreational and Cultural Facilities Program
Architectural Division
Bureau of Engineering