



DEPARTMENT OF PUBLIC HEALTH

REQUEST FOR SERVICES (RFS)

FOR

**EARLY NEEDS RESPONSE FOR INFANT AND CHILD HEALTH – LOS
ANGELES COUNTY (ENRICH-LAC) ADVANCING CAPACITY FOR
TRANSFORMATION AND SUSTAINABILITY (ACTS) CONSULTANT
SERVICES**

RFS No. PATSMA-DPH-060

April 2025

**Prepared By
Contracts and Grants Division**

**REQUEST FOR SERVICES (RFS)
FOR EARLY NEEDS RESPONSE FOR INFANT AND CHILD HEALTH – LOS
ANGELES COUNTY (ENRICH-LAC) ADVANCING CAPACITY FOR
TRANSFORMATION AND SUSTAINABILITY (ACTS) CONSULTANT SERVICES**

TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
1.0 REQUEST FOR SERVICES TIMELINE	1
2.0 PROCESS.....	1
3.0 SCOPE OF SERVICES	1
4.0 MINIMUM REQUIREMENTS.....	3
5.0 WORK ORDER TERM	5
6.0 COUNTY’S ESTIMATED FUNDING AVAILABILITY	5
7.0 SPECIFIC PROVISIONS.....	5
8.0 CONTACT WITH COUNTY PERSONNEL.....	6
9.0 VENDOR’S QUESTIONS.....	6
10.0 SOLICITATION REQUIREMENTS REVIEW	7
11.0 SUBMISSION INSTRUCTIONS	7
12.0 TRUTH AND ACCURACY OF REPRESENTATIONS.....	8
13.0 VENDOR’S RESPONSE.....	8
14.0 REVIEW AND SELECTION PROCESS.....	11
15.0 DISQUALIFICATION REVIEW	14
16.0 APPEAL RIGHTS	15
17.0 WORK ORDER AWARD.....	16
18.0 NOTICE TO VENDORS REGARDING THE PUBLIC RECORDS ACT	16
19.0 COUNTY RIGHTS AND RESPONSIBILITIES	17

ATTACHMENTS

ATTACHMENT A: Transmittal Form to Request a Solicitation Requirements Review

ATTACHMENT B: Vendor’s Budget

ATTACHMENT C: Project References

ATTACHMENT D: Statement of Work

ATTACHMENT E: List of Public Entity Contracts

ATTACHMENT F: Submission Instructions

ATTACHMENT G: Response to Requested Information

ATTACHMENT H: Pending Litigations and Judgements

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1.0 REQUEST FOR SERVICES TIMELINE

County Department: Department of Public Health (Public Health)

Request for Services (RFS) Number: PATSMA-DPH-060

Release Date: [April 18, 2025](#)

Written Questions Due Date: [April 25, 2025, 3:00 p.m. PT](#)

Solicitations Requirements Review: [April 25, 2025](#)

Response Due Date and Time: [May 16, 2025, 11:00 a.m. PT](#)

2.0 PROCESS

The Department of Public Health (Public Health) is soliciting for a qualified corporation or firm (Vendor), who can lead the efforts of the Early Needs Response for Infant and Child Health – Los Angeles County (ENRICH-LAC) Advancing Capacity for Transformation and Sustainability (ACTS) and its development of a Sustainability Framework that strengthens ENRICH-LAC's long-term viability.

Vendors interested in this RFS, who do not have an executed Professional and Technical Services Master Agreement (PATSMA), must also respond and be awarded a PATSMA through the Request for Qualifications (RFQ) for a PATSMA available at <https://doingbusiness.lacounty.gov/>. The selected Vendor must have an executed PATSMA with DHS prior to award of a Work Order pursuant to this RFS.

3.0 SCOPE OF SERVICES

3.1 Background

ENRICH-LAC transforms pediatric care by embedding early childhood development (ECD) and early intervention (EI) support directly into pediatric practices. Through the Family Partner (FP) model, families are connected to individuals who have lived experience navigating ECD/EI systems,

ensuring caregivers receive the guidance, resources, and advocacy they need to support their child's development. FPs work alongside pediatric providers to bridge the gap between families and critical services, improving care coordination, screening uptake, and referrals to address developmental and behavioral health concerns early.

Los Angeles County (LAC) is home to a diverse population of families with varying access to ECD/EI services, many of whom encounter systemic barriers, financial constraints, and fragmented service delivery models. Public Health must establish a sustainable infrastructure that ensures the long-term viability of ENRICH-LAC, integrates the FP model into broader systems of care, and secures consistent funding mechanisms to support these efforts.

To achieve this, Public Health will develop a strategic and well-coordinated Sustainability Framework, driven by policy alignment, systems integration, and sustainable funding strategies. This is to be done through ACTS, an extension of ENRICH-LAC focused on sustainability efforts and systems transformation. This includes working with health payers such as Medi-Cal managed care plans, leveraging State and federal policy opportunities, and strengthening cross-sector partnerships to ensure ENRICH-LAC is embedded as a standard of care in pediatric settings. The complexities of financing, policy shifts, and the need for streamlined service coordination require an expert-driven approach to long-term sustainability and system transformation.

3.2 Purpose

Through this RFS, Public Health seeks a qualified vendor to develop and operationalize a Sustainability Framework that ensures ENRICH-LAC's long-term viability, financial sustainability, and policy integration. This framework will serve as a strategic roadmap to solidify ENRICH-LAC's impact, expand its reach, and ensure that all children and families in LAC have equitable access to high-quality, family-centered ECD/EI services.

The selected Vendor will provide strategic guidance, technical expertise, and stakeholder coordination to elevate the FP model as the premier standard of care in pediatric settings. This includes developing robust funding mechanisms such as Medi-Cal reimbursement pathways, health payer partnerships, and value-based care models to ensure sustainable financial support for ECD/EI services. A key component of this work is the development and facilitation of a policy and sustainability advisory body that will provide expert guidance on aligning ENRICH-LAC with broader health and social systems, driving policy recommendations, and strengthening Public Health's leadership in the ECD/EI landscape.

This effort will involve policy development at local, State, and federal levels to ensure that ENRICH-LAC aligns with evolving healthcare and early childhood policies while advocating for systems-wide changes that promote equity, accessibility, and family-centered care. The Vendor will play a critical role in coordinating advisory body activities, synthesizing stakeholder input, and translating discussions into actionable policy and funding strategies that will inform the Sustainability Framework.

Additionally, the Vendor will support Public Health in defining its role as a leader in early childhood systems transformation by identifying and implementing key policy and financing strategies that integrate ENRICH-LAC within the broader network of managed care organizations, community-based providers, and early childhood systems. The Vendor will be responsible for developing structured feedback loops, engaging with payers and policymakers, and ensuring that sustainability planning is informed by the needs and priorities of families and communities served.

The Vendor must provide appropriate staffing with expertise in health policy, Medi-Cal financing, stakeholder engagement, and systems integration to effectively communicate and coordinate with Public Health while carrying out the activities listed in Section 3.0 - SCOPE OF SERVICES. The selected Vendor will be responsible for designing and implementing strategies that drive policy alignment, optimize revenue generation, and establish a clear path for sustainable funding and operational stability for ENRICH-LAC.

3.3 Services

The selected Vendor will provide services according to the requirements described in Attachment D, STATEMENT OF WORK (SOW).

4.0 MINIMUM REQUIREMENTS

Interested Vendors that can demonstrate their ability to provide the services in this RFS, Section 3.0, SCOPE OF SERVICES, Sub-section 3.3, SERVICES are encouraged to respond to this solicitation provided they meet the following minimum requirements:

4.1 A) Vendor must have a current status as a PATSMA contractor.

OR

B) Vendors that do not have a current status as a PATSMA contractor may respond to this RFS if they submit a Response to DHS's RFQ for PATSMA and are issued a PATSMA. Vendors who fall into this category must respond to BOTH the RFQ and this RFS by May 16, 2025, 11:00 a.m. PT.

These Vendors must meet the qualifications to be a PATSMA contractor in order for their Response to this RFS to be considered. The RFQ can be found at: <https://doingbusiness.lacounty.gov/>.

- 4.2** Vendor or Vendor's principal (i.e., President, Vice President, Chief Executive Officer, or Regional Director) must have a minimum of seven (7) years of experience in strategic planning, consulting, and project management in health, public health, or human services, with relevant project work occurring within the last two (2) years.
- 4.3** Vendor or Vendor's principal must have a minimum of seven (7) years of experience leading and managing multi-stakeholder projects that involve government agencies, healthcare providers, health payers (e.g., Medi-Cal/managed care organizations), and community-based organizations, with relevant project work occurring within the last two (2) years including experience in:
- Developing sustainable funding mechanisms (e.g., Medi-Cal reimbursement pathways, alternative payment models, or grant-funded programs).
 - Facilitated dialogue negotiating contracts or Memoranda of Understanding (MOUs) with health payers, managed care organizations, or public health departments to support service reimbursement or financing.
 - Advising on policy and regulatory considerations for integrating health and social services financing at local, State, or federal levels.
- 4.4** Vendor must have experience working with ECD/EI systems, policies, or service delivery models, with direct experience in, but not limited to, program sustainability planning, systems change, or financing strategies, within the last two (2) years.
- 4.5** Vendor must have a minimum of seven (7) years of experience working with government agencies and community-based organizations to provide facilitation, consultation services, or partnership support on projects related to public health, healthcare financing, or public policy. This experience must include policy analysis, program development, or fiscal sustainability strategies.
- 4.6** Vendor must have a minimum of three (3) years of familiarity and/or prior experience with the operational landscape of Los Angeles County's Children's Medical Services (CMS) division and its multiple service delivery frameworks.
- Vendor must also have a proven understanding of engaging with programs that provide care and services for children and youth with

special healthcare needs (CYSHCNs), reflecting awareness of the unique challenges and support systems required to meet this population's needs.

- 4.7** Vendor must possess a minimum of three (3) years of expertise in supporting federally-funded initiatives, particularly those associated with the Health Resources and Services Administration (HRSA) and the Maternal and Child Health Bureau (MCHB).
- 4.8** Vendor has not had any finding(s) made by a public entity of financial mismanagement, financial impropriety, or determination of non-responsibility, on any contract or solicitation with a public entity in Los Angeles County, within the past five (5) years. Vendor must complete Attachment E, LIST OF PUBLIC ENTITY CONTRACTS.
- 4.9** **(This requirement only applies to Vendors that have had a County contract reviewed by the Department of the Auditor-Controller within the last 10 years).** Vendor does not have unresolved questioned costs identified by the Department of the Auditor-Controller, in an amount over \$100,000, 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.

5.0 WORK ORDER TERM

It is anticipated that the term of the Work Order will be effective upon date of execution through September 29, 2025.

The County reserves the right to extend the term of the Work Order, at its sole discretion, to allow the selected Vendor additional time to complete and provide all deliverables, at no additional cost to the County.

6.0 COUNTY'S ESTIMATED FUNDING AVAILABILITY

County anticipates awarding one Work Order in the amount of up to \$370,000. County reserves the right to adjust the amount of funding and services under any resulting Work Order.

7.0 SPECIFIC PROVISIONS

The table below indicates whether additional provisions and/or Attachment will be required for this Work Order.

Yes	No	Specific Provisions/Attachment
X		Transmittal Form to Request a Solicitation Requirements Review (Attachment A)
X		Vendor's Budget (Attachment B)
X		Project References (Attachment C)
	X	Additional Insurance Requirements
X		Statement of Work (Attachment D)
	X	Information Security Requirements
X		List of Public Entity Contracts (Attachment E)
X		Submission Instructions (Attachment F)
X		Response to Requested Information (Attachment G)
X		Pending Litigations and Judgements (Attachment H)

8.0 CONTACT WITH COUNTY PERSONNEL

All communication regarding this Solicitation or any matter relating thereto must be in writing and e-mailed to the following:

Jessica Blackwood
E-mail address: JBlackwood@ph.lacounty.gov

If it is discovered that a Vendor contacted and received information from any County personnel, other than the contact specified above, regarding this solicitation, County, in its sole determination, may disqualify their Response from further consideration.

9.0 VENDOR'S QUESTIONS

9.1 Vendors may submit written questions regarding this solicitation to the e-mail address identified in Section 8.0, CONTACT WITH COUNTY PERSONNEL. All questions submitted will be compiled, without identifying the submitting Vendor and, along with the appropriate answers, will be issued as an addendum to the RFS and can be found at <https://doingbusiness.lacounty.gov/>.

9.2 When submitting questions, identify the solicitation title and number in the subject line. The body of the e-mail should indicate the solicitation section number and page number and quote the language that prompted the question. The County reserves the right to group similar questions when

providing answers. Any questions regarding the solicitation process after the initial due date and time may be submitted to the contact listed in Section 8.0, CONTACT WITH COUNTY PERSONNEL.

10.0 SOLICITATION REQUIREMENTS REVIEW

Any person or entity may seek a Solicitation Requirements Review by submitting Attachment A, TRANSMITTAL FORM TO REQUEST A SOLICITATION REQUIREMENTS REVIEW to Public Health as described in this section. A request for a Solicitation Requirements Review may be denied, in Public Health's sole discretion, if the request does not satisfy all of the following criteria:

1. The request is made within the time frame identified in the solicitation document;
2. The request includes documentation (e.g., letterhead, business card, etc.), which identifies the underlying authority of the person or entity to submit a Response;
3. The request itemizes in appropriate detail, each matter contested and factual reasons for the requested review; and
4. The request asserts that either:
 - a. application of the minimum requirements, review criteria and/or business requirements unfairly disadvantages the person or entity; or,
 - b. due to unclear instructions, the process may result in the County not receiving the best possible Responses from prospective Vendors.

Requests for a Solicitation Requirements Review not satisfying all of these criteria may, in Public Health's sole discretion, be denied. The Solicitation Requirements Review will be completed and Public Health's determination will be provided to the requesting person or entity, in writing, within a reasonable time prior to the Response due date.

11.0 SUBMISSION INSTRUCTIONS

The Vendor must email one (1) response to the e-mail address listed in Section 8.0, CONTACT WITH COUNTY PERSONNEL, by the Response Due Date and Time indicated on page 1 of this solicitation. It is the sole responsibility of the submitting Vendor to ensure that its solicitation Response is received before the submission deadline.

12.0 TRUTH AND ACCURACY OF REPRESENTATIONS

False, misleading, incomplete, or deceptively unresponsive statements in connection with any Response will be sufficient cause for rejection of the Response. The review and determination in this area will be at the sole judgment of the Director of Public Health and his/her judgment will be final. A Vendor who is disqualified pursuant to Section 12.0 may be debarred from working with the County.

13.0 VENDOR'S RESPONSE

The RFS Response must be submitted in PDF format, and must contain the following content and be prepared in the following sequence:

13.1 Cover Letter

Cover Letter on Vendor's letterhead. The letter must be a maximum of **one (1) page** in length and must include:

- RFS title and number, indicated in Section 1.0 – RFS Timeline;
- Vendor's legal name and address; and
- Name, address, telephone number, and e-mail address of the person authorized to make representations for the Vendor.

13.2 Table of Contents

The Table of Contents must be a comprehensive listing of materials included in the RFS. This section must include a clear definition of the material identified by sequential page numbers and by section reference numbers.

13.3 Vendor's Minimum Requirements

Provide a narrative that demonstrates how your firm or organization meets the minimum requirements in RFS, Section 4.0 – MINIMUM REQUIREMENTS, including a description of relevant project(s) and background information, with project(s)/contract(s) start and end dates (month and year) and locations.

13.4 Vendor's Experience and Personnel

13.4.1 Project-specific desired experience: Provide an overview of your firm's knowledge and experience in ECD/EI systems, particularly within pediatric care settings. Highlight your experience in developing sustainability frameworks, integrating family-centered models, and advancing policy efforts at local, State, and federal

levels. Describe your firm's expertise in working with health payers, Medicaid reimbursement strategies, and systems change efforts to support long-term financial sustainability for early childhood programs. Share your experience in developing policy recommendations, facilitating multi-stakeholder groups, and aligning funding strategies with public health priorities.

Ensure your response includes details regarding your experience in leading cross-sector collaborations, particularly in projects involving healthcare providers, early childhood networks, and public sector organizations. Demonstrate your ability to work within California's funding landscape, including systems funded by local, state, and federal sources, and your understanding of Medi-Cal and managed care systems.

Additionally, provide examples of past work in report writing, stakeholder engagement, and presenting findings to diverse audiences, such as County departments, non-profit organizations, and other public agencies. Ensure your response highlights cultural humility, adaptability, and flexibility in navigating complex systems to achieve sustainable outcomes.

13.4.2 Provide an organizational chart/list, description, and resumes of key personnel that will be responsible for the delivery of services and their roles. Include relevant personnel experience, professional certifications/licenses, education, training, special skills and other abilities to successfully perform the required services, as described in RFS, Section 3.0 – SCOPE OF SERVICES.

13.5 Vendor's Approach and Methodology

Provide a detailed description of your approach and methodology to provide services as described in Section 3.0 – SCOPE OF SERVICES. The response must include information that will provide Public Health with a clear understanding of your firm's ability to meet or exceed the services requested in this RFS, including:

13.5.1 Systematic approach to data collection and analysis to support the development of the ENRICH-LAC Sustainability Framework. This includes conducting a comprehensive review of relevant policies, research, and funding mechanisms, such as gray literature, government reports, policy briefs, and best practices from other early childhood and pediatric care integration models.

13.5.2 Structured approach to gathering insights from local experts, policymakers, health payers, and key stakeholders. This includes

conducting key informant interviews, facilitated discussions, and advisory convenings to ensure the Sustainability Framework is informed by cross-sector expertise in public health, ECD/EI, and healthcare financing.

13.5.3 Community-driven engagement strategy that ensures family and provider input is embedded in sustainability planning. This includes engaging caregivers, FPs, pediatric providers, and community organizations to gather insights, identify barriers, and build consensus around policy and funding solutions that enhance access, equity, and long-term impact.

13.5.4 Systematic approach to identifying and leveraging Medicaid (Medi-Cal) billing innovations and funding opportunities to sustain ENRICH-LAC. This includes:

- Reviewing state and federal Medi-Cal policies to explore reimbursement pathways for FP services.
- Assessing complex funding models (e.g., managed care incentives, alternative payment models, and blended funding streams) to align sustainable financing strategies.
- Collaborating with health payers and policymakers to design a financial roadmap for long-term viability, ensuring ENRICH-LAC is positioned for integration within pediatric care models and healthcare systems.

Reference to or repetition of the requirements from this RFS does not constitute appropriate understanding. Complete, yet concise, supplementary strategies, procedures, methods, explanations, and descriptions are necessary in determining the Vendor's understanding.

13.6 Transmittal Form to Request a Solicitation Requirements Review (Attachment A)

13.7 Vendor's Budget (Attachment B)

Complete Attachment B – Vendor's Budget, to support your funding as described in RFS, Section 3.0 - SCOPE OF WORK. The County reserves the right to negotiate pricing.

Provide a budget narrative detailing expenses to support your Response to Attachment B – Vendor's Budget.

Responses that do not clearly indicate the maximum total cost to complete the project may, at the discretion of the County, be rejected.

13.8 Project References (Attachment C)

Provide two (2) references who can validate your experience and years of service for project(s)/contract(s) cited in your detailed narrative provided in response to the RFS, Section 13.3 - Vendor's Minimum Requirements, by completing Attachment C – Project References.

It is each Vendor's sole responsibility to ensure that the reference contact names, phone numbers, and e-mail addresses are accurate and that all fields identified on Attachment C – Project References are completed.

The County may disqualify a Vendor if:

- Reference(s) fails to substantiate that the Vendor, as an entity, provided the services; or
- Reference(s) fails to substantiate the Vendor's description of the services provided; or
- Reference(s) fails to substantiate the Vendor's years of service provided; or
- Reference(s) fails to support that the Vendor has a continuing pattern of providing capable, productive and skilled personnel; or
- The County is unable to reach the point of contact with reasonable effort. It is the Vendor's responsibility to inform the references' point of contact of the County's intent to contact them for a reference during the County's normal working hours of Monday through Friday, 8:00 a.m. – 5:00 p.m. local time.

13.9 List of Public Entity Contracts (Attachment E)

13.10 Submission Instructions (Attachment F)

13.11 Response to Requested Information (Attachment G)

13.12 Pending Litigations and Judgements (Attachment H)

14.0 REVIEW AND SELECTION PROCESS

The County reserves the sole right to exercise its judgment concerning the selection and review of the contents of the Responses submitted pursuant to this RFS and to determine which Vendor best serves the interests of the County.

As a result of this RFS, the County may:

1. Request further information, documents, presentations, demonstrations, and/or conference call(s) or in-person interviews substantiating Vendors' qualifications, experience, and readiness to provide the services described in the RFS;
2. Enter into contract negotiations based on Vendor's submission; and/or
3. Take no further action.

14.1 Response Selection Process

The selection process will begin with receipt of the Response. Review of the Responses will be conducted in two phases. Phase One will be conducted by Public Health Contracts and Grants Division, and Phase Two will be conducted by a Review Committee selected by the County. The Review Committee will conduct a comparative review to assess each Response as defined in the criteria listed below and select the highest-ranked Vendor.

14.1.1 Phase One – (Pass/Fail)

14.1.1.1 Adherence to the Minimum Requirements

During Phase One, a pass/fail review will be made of the Vendor's Responses to Attachment G – RESPONSE TO REQUESTED INFORMATION, to determine compliance with the Vendor's Minimum Requirements as indicated in Section 13.0 – VENDOR'S RESPONSE, of this RFS. Failure by the Vendor to comply and demonstrate that it meets the Minimum Requirements may result in its Response being disqualified without further review and consideration in the County's sole discretion. The pass/fail criteria are:

- Response was received by the Response Due Date and Time. Any Responses received after the "Response Due Date and Time," as listed in Section 1.0, REQUEST FOR SERVICES TIMELINE, may be eliminated from consideration by Public Health at its sole discretion.
- Vendor meets the Minimum Requirements as set forth in RFS, Section 4.0 - MINIMUM REQUIREMENTS.

14.1.1.2 Verification Process

A review will be conducted of the Vendor's business status by checking with all applicable databases and the references, as acceptable or unacceptable. The review includes, but is not limited to, databases available with the California Secretary of State – Business Programs, California State's Suspended and Ineligible Provider List for Medi-Cal, Federal Debarment List, Federal System for Award Management, and if applicable, and a review of the Auditor Controller's Intranet website, and the Contractor Alert Reporting Database reflecting past performance history on County contracts. The following Attachments will be reviewed to determine the Vendor's business status.

1. Attachment E – LIST OF PUBLIC ENTITY CONTRACTS The County requires this information to determine if the Vendor meets the minimum requirement as described in RFS, Section 4.0, MINIMUM REQUIREMENTS.
2. Attachment C – PROJECT REFERENCES The Vendor must provide two (2) or more references who can validate the Vendor's experience and dates of service listed in response to the RFS, Section 4.0, MINIMUM REQUIREMENTS. Use additional pages as necessary. It is the sole responsibility of the Vendor to ensure that the reference contact information is up to date and the reference contact person has been notified. The County may disqualify the Vendor if any reference fails to uphold any of the requested information or is unreachable within reasonable effort.
3. Attachment H – PENDING LITIGATIONS AND JUDGEMENTS The County will be reviewing the number and type of judgements or pending litigation that may interfere with current agreements or prohibit the Vendor from entering into a new agreement.

14.1.2 Phase Two – Review of Written Material (Comparative Review)

Phase Two will be conducted by a Review Committee selected by the County. The Review Committee will conduct a comparative review to assess each Response as defined in the criteria listed below and select the highest ranked Vendor.

A. Vendor's Personnel and Experience

The Vendor will be reviewed on the appropriateness and suitability of its Response to Attachment G, RESPONSE TO REQUESTED INFORMATION, and Section 13.4 - Vendor's Experience and Personnel, to determine if the Vendor has the qualifications, experience, and capacity to provide the services outlined herein.

B. Vendor's Approach and Methodology

The Vendor will be reviewed on the appropriateness and suitability of its Response to Attachment G, RESPONSE TO REQUESTED INFORMATION, Section 13.5 - Vendor's approach and Methodology, to determine if the Vendor has a good understanding of the project scope and deliverables, and the appropriateness of the proposed strategies, procedures and techniques to be used to conduct the requested analyses.

C. Vendor's Budget

A review will be conducted on the appropriateness of the Vendor's Response to Attachment B, Vendor's Budget.

The County retains the right to select a Response other than the highest ranked Response if County determines, in its sole discretion, another Response is the most overall qualified, cost-effective, responsive, responsible and in the best interests of the County.

15.0 DISQUALIFICATION REVIEW

A Response may be disqualified from consideration because the County determined that Vendor does not meet the Minimum Requirements and/or was non-responsive at any time during the review/selection process. If the County determines that a Response is disqualified due to failure to meet the Minimum Requirements and/or non-responsiveness, the County will notify the Vendor in writing.

Upon receipt of the written determination of disqualification, the Vendor may submit a written request for a Disqualification Review within the timeframe specified in the written determination.

A request for a Disqualification Review may, in the County's sole discretion, be denied if the request does not satisfy all of the following criteria:

1. The person or entity requesting a Disqualification Review is a Vendor.
2. The request for a Disqualification Review is submitted timely (i.e., by the date and time specified in the written determination); and
3. The request for a Disqualification Review asserts that the County's disqualification of the Response was erroneous (e.g., factual errors, etc.) and provides factual support on each ground asserted as well as copies of all documents and other material that support the assertions.
4. The Disqualification Review will be completed and the determination will be provided to the requesting Vendor, in writing, prior to the conclusion of the selection process.

16.0 APPEAL RIGHTS

16.1 Debriefing Process

16.1.1 Upon completion of the review, Public Health will notify the remaining Vendors, in writing, that Public Health is entering negotiations with another Vendor. Upon receipt of the letter, any non-selected Vendor may submit a written request for a Debriefing within the timeframe specified in the letter. A request for a Debriefing may, in Public Health's sole discretion, be denied if the request is not received within the specified timeframe.

16.1.2 The purpose of the Debriefing is to compare the requesting Vendor's Response to the Solicitation document with the review document. The requesting Vendor will be debriefed only on its Response. Because Work Order negotiations are not yet completed, Responses from other Vendors will not be discussed or disclosed, although the Public Health may inform the requesting Vendor of its relative ranking.

16.1.3 Vendor may submit an appeal within two (2) days after the Debriefing if the requesting Vendor is not satisfied with the results of the Debriefing.

16.2 Appeal Process

The County will consider any appeal regarding Vendors not recommended for award of a Work Order under this RFS, if such appeal would change the

outcome of the Work Order award selection and is received in writing by Public Health's Contracts and Grants Division, by the deadline indicated in Section 16 – APPEAL RIGHTS, Sub-section 16.1.3 of the RFS. An appeal may, in Public Health's sole discretion, be denied if the request does not satisfy all of the following criteria:

16.2.1 The request for an appeal is submitted timely;

16.2.2 The person or entity appealing asserts, in appropriate detail with factual reasons, one or more of the following grounds for review:

A. The County materially failed to follow procedures specified in its RFS.

This includes:

1. Failure to correctly apply the standards for reviewing the Response format requirements.
2. Failure to correctly apply the standards and/or follow the prescribed methods, for reviewing the Responses as specified in the RFS.
3. Use of review and selection criteria that was different from the criteria disclosed in the RFS.

B. A member of the Review Committee demonstrated bias in the conduct of the review.

C. Another basis for review as provided by State or federal law.

Vendors will be notified by Public Health's Contracts and Grants Division Director of the decision on any appeal which is received by Public Health in a timely manner. Such notification will explain the basis for the decision. The Public Health Contracts and Grants Division Director's decision on any appeal will be final.

17.0 WORK ORDER AWARD

A Work Order will be executed with the selected Vendor as authorized under delegated authority by the County's Board of Supervisors. The SOW to the Work Order will be agreed upon by the selected Vendor and the County, based on the Vendor's Response.

18.0 NOTICE TO VENDORS REGARDING THE PUBLIC RECORDS ACT

- 18.1** Responses to this solicitation will become the exclusive property of the County.
- 18.2** Exceptions to disclosure are those parts or portions of all Responses that are justifiably defined as business or trade secrets, and plainly marked by the Vendor as "Trade Secret," "Confidential," or "Proprietary."
- 18.3** The County will not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law. **A blanket statement of confidentiality or the marking of each page of the Response as confidential will not be deemed sufficient notice of exception. The Vendors must specifically label only those provisions of their respective Response which are "Trade Secrets," "Confidential," or "Proprietary" in nature.**
- 18.4** In the event the County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a Response marked "Trade Secrets," "Confidential," or "Proprietary," Vendor agrees to defend and indemnify County from all costs and expenses, including reasonable attorneys' fees, incurred in connection with any action, proceedings, or liability arising in connection with the Public Records Act request.

19.0 COUNTY RIGHTS AND RESPONSIBILITIES

The County has the right to amend, re-issue, or cancel this RFS by written addendum. The County is responsible only for that, which is expressly stated in this solicitation document and any authorized written addenda thereto. Such addendum can be found at <https://doingbusiness.lacounty.gov/>.

Should such addendum require additional information not previously requested, failure to address the requirements of such addendum may result in the Response not being considered, as determined in the sole discretion of the County. The County is not responsible for and will not be bound by any representations otherwise made by any individual acting or purporting to act on its behalf.

TRANSMITTAL FORM TO REQUEST A SOLICITATION REQUIREMENTS REVIEW

Vendor requesting a Solicitation Requirements Review must submit this form to the County within the timeframe identified in the solicitation document.

Vendor Name:	Date of Request:
Solicitation Title:	Solicitation No.: RFS No. DPH-060

A **Solicitation Requirements Review** is being requested because the Vendor asserts that they are being unfairly disadvantaged for the following reason(s): *(check all that apply)*

- ☐ Application of **Minimum Requirements**
- ☐ Application of **Review Criteria**
- ☐ Application of **Business Requirements**
- ☐ Due to **unclear instructions**, the process may result in the County not receiving the best possible responses

For each area contested, Vendor must explain in detail the factual reasons for the requested review. *(Attach supporting documentation.)*

Request submitted by:

(Name)

(Title)

For County use only

Date Transmittal Received by County: _____ Date Solicitation Released: _____

Reviewed by: _____

ATTACHMENT B

Instructions: Please complete this form in accordance with RFS, Section 13.7, Vendor's Budget.

	Number of Employees	Salary/Cost (Inclusive of Benefits if applicable)	Description/Justification
Positions			
Subtotal Positions			

	Cost	Description
Services and Supplies		
Subtotal Services/Supplies		
TOTAL BUDGET		

PROJECT REFERENCES

Vendor's Name:

Instructions: Provide two references to validate the Agency's experience and dates of service listed in response to the Request For Services (RFS) in Attachment H, Response to Requested Information, that satisfy Section 4.0 Vendor's Minimum Requirements. Use additional pages as necessary. **It is each Vendor's sole responsibility to ensure that the reference contact names, phone numbers, and e-mail addresses are accurate and that all fields are completed. Misleading, incomplete, or deceptively unresponsive statements in connection with this Response may result as being deemed non-responsive as indicated in RFS, Section 15.0 - DISQUALIFICATION REVIEW.**

The County of Los Angeles (County) may disqualify a Vendor if:

- The References fail to substantiate that the Vendor, as an entity, provided the services; or
- The Reference fails to substantiate the Vendor's description of the services provided; or
- The Reference fails to substantiate the Vendor's years of service provided; or
- The Reference fails to support that the Vendor has a continuing pattern of providing capable, productive, and skilled personnel; or
- The County is unable to reach the point of contact with reasonable effort. It is the Vendor's responsibility to inform the references' point of contact of County's normal working hours: Monday through Friday, 8 a.m. – 5 p.m., local time.

Reference 1:

Name of Firm:	Firm has been notified about this Reference Check: <input type="checkbox"/>
Address of Firm:	
Contact Person:	
Telephone #: - -	
E-mail Address:	
Project Name or Contract No.	Specific Date of Contract – From - To - - - - -
Type of Service:	Annual Dollar Amount: \$

PROJECT REFERENCES

Reference 2:

Name of Firm:	Firm has been notified about this Reference Check: <input type="checkbox"/>
Address of Firm:	
Contact Person:	
Telephone #: - -	
E-mail Address:	
Project Name or Contract No.	Specific Date of Contract – From - To - - - - -
Type of Service:	Annual Dollar Amount: \$

STATEMENT OF WORK

EARLY NEEDS RESPONSE FOR INFANT AND CHILD HEALTH – LOS ANGELES COUNTY (ENRICH-LAC)

ADVANCING CAPACITY FOR TRANSFORMATION AND SUSTAINABILITY (ACTS) CONSULTANT SERVICES

TABLE OF CONTENTS

SECTION	TITLE	PAGE
1.0	SCOPE OF WORK	1
2.0	DEFINITIONS.....	2
3.0	SPECIFIC WORK REQUIREMENTS	2
4.0	RESPONSIBILITIES – COUNTY.....	5
4.1	Personnel.....	5
5.0	RESPONSIBILITIES – CONTRACTOR	5
5.1	Work Order Program Manager	5
5.2	Personnel.....	6
5.3	Materials and Equipment	6
6.0	QUALITY ASSURANCE PLAN.....	7
6.1	Meetings	7
6.2	County Observations	7
6.3	Contractor Discrepancy Report.....	7
6.4	Performance Requirements Summary.....	7

STATEMENT OF WORK (SOW)

This Attachment D sets forth the general terms of the Statement of Work ("SOW") for Early Needs Response for Infant and Child Health – Los Angeles County (ENRICH-LAC) Advancing Capacity for Transformation and Sustainability (ACTS) Consultant Services ("Services" or "services") to be provided by Contractor pursuant to the Work Order(s) resulting from the Request for Services (RFS).

1.0 SCOPE OF WORK

Background

ENRICH-LAC transforms pediatric care by embedding early childhood development (ECD) and early intervention (EI) support directly within pediatric practices, with a specific goal of expanding screening uptake and referral services to address each family's behavioral and developmental health concerns for their children. A key component of this program is the deployment and integration of Family Partners (FPs), individuals with lived experiences and expertise in ECD. FPs guide families with young children through developmental milestones, provide assistance with care coordination, and connect caregivers to vital EI services.

ENRICH-LAC partners with community pediatric practices, physician champions and other key stakeholders to expand access to developmental screenings, equip caregivers, and improve outcomes for children in historically underserved communities across Los Angeles County (LAC).

The RFS will outline the need for a qualified Contractor to develop a Sustainability Framework for ENRICH-LAC that will strengthen continuity and delivery of ECD/EI services across LAC. This framework aims to break down systemic barriers, promote equity, and champion family-centered approaches like the FP model to improve outcomes for young children and their families.

The selected Contractor will lead ENRICH-LAC in sustainability planning, systems change efforts, and policy development to create a dynamic guidance document. This report will position Public Health as a leader in the ECD/EI landscape by outlining its role and responsibilities to residents, providers, and health systems within LAC.

The goal is to solidify ENRICH-LAC and the FP model as an innovative, evidence-based solution to ECD/EI challenges in LAC. The FP intervention has potential to be recognized as the standard of care for children and their families living in LAC, fostering long-term impact, accountability, and a clear path toward systems integration and alignment. Through this effort, Public Health will strengthen collaborations with key stakeholders to meet the needs of LAC's youngest residents and their families.

2.0 DEFINITIONS

Unless defined herein, the terms and phrases used throughout this SOW will have the meanings given to such terms in the Master Agreement Work Order or the RFS. The terms and phrases used throughout this SOW, with the initial letter capitalized where applicable, will have the meanings specified below in this Section 2.0.

- 2.1 **ECD** is holistic growth and progression of children from birth to age 8, encompassing physical, cognitive, emotional, and social development. ECD emphasizes creating nurturing environments, fostering positive relationships, and providing resources that support a child's well-being, learning, and overall potential.
- 2.2 **EI** is a system of services designed to identify and address developmental delays or disabilities in children from birth to age 3. EI provides tailored support and therapies to enhance a child's development and empower families to promote their child's learning and growth during critical developmental stages.
- 2.3 **FP** is an individual with lived experience as a parent or primary caregiver of a child who has received specialized services or supports in areas such as health, education, or social services for health conditions or developmental disabilities.
- 2.4 **Lived Experience** is an individual who has firsthand experience caring for a child with a developmental delay or special health care need.
- 2.5 **Dyadic care models** address the needs of both the caregivers and the child, together, rather than separately. It emphasizes the interdependent relationship between the caregiver and the child, recognizing that the well-being and development of one impacts the other. Dyadic care encourages the medical home to work cohesively and collaboratively for the family unit.
- 2.6 **Sustainability framework** is a structured, actionable plan designed to ensure the fiscal sustainability, long-term viability, and measurable impact of the FP intervention.
- 2.7 **Medical home** is a model of primary care that is comprehensive, patient-centered, coordinated, accessible, and committed to quality and safety. It emphasizes the delivery of care through a team-based approach, ensuring that all of a patient's healthcare needs—physical, emotional, and behavioral—are addressed in a holistic and culturally responsive manner.

3.0 SPECIFIC WORK REQUIREMENTS

Activities will include, but are not limited to the list below, and may be removed, and/or modified, as needed, to meet Public Health priorities, needs and available resources, at the discretion and direction of Public Health. The Contractor will work closely with

Public Health staff to develop a Sustainability Framework that meets the following objectives:

- Sustainability Planning
- Strengthening Public Health's Leadership in ECD/EI
- Driving Systems Change

DELIVERABLES

The Contractor is expected to complete the following activities to ensure that the objectives of the Sustainability Framework are met:

- 3.1. By 30 calendar days after effective date: Develop a detailed project management workplan for the design and implementation of the ENRICH-LAC ACTS. This includes:
 - Hosting planning meetings and support partnership development with key informants including practice-level individuals and parents/caregivers.
 - Drafting project plans and step-by-step timelines that include milestones and deadlines.
 - Crafting a committee/program charter to outline decision-making processes and expectations.
 - Define the ENRICH-LAC ACTS project plan to include activities that: advocate for integrated dyadic care models, define approaches to advocate for policy changes that support long-term funding and operational stability of the FP model, and spearhead initiatives to align and integrate fragmented services across the ECD/EI landscape, ensuring streamlined access for families.
- 3.2. By 60 calendar days after effective date: Conduct a sustainability needs assessment for ENRICH-LAC and define/enhance Public Health's role in driving ECD/EI systems change. This includes:
 - Evaluating current funding streams, staffing capacities and operational challenges to identify sustainability needs.
 - Identifying potential risks to sustainability, including financial, operational, and policy-related challenges, and developing mitigation strategies to address these risks.
 - Developing a map of the current ECD/EI ecosystem highlighting roles and crucial connections and identify opportunities to enhance services and position Public Health as a leader in advancing equitable and family-centered care.

- Drafting a County-wide action plan to propose clear priorities and actions for system transformation.
- Identify opportunities utilizing Public Health's data expertise to assess outcomes, identify gaps in care, and drive evidence-based decision-making in ECD/EI.
- Identify opportunities for developing and maintaining dashboards or reports that track progress and inform stakeholders.
- Ensure that Public Health is seen as a champion of diversity and inclusion and lead in efforts to embed cultural humility and linguistic accessibility across ECD/EI services that meet community needs.
- Position Public Health as a change agent driving system-level improvements.

3.3. By September 15, 2025: Deliver a sustainability plan with a blueprint for Public Health and ENRICH-LAC to follow. This includes:

- Organizing and hosting informational meetings with policymakers, clinic leaders, and health payers/managed care organizations to inform financial sustainability strategic planning.
- Designing and disseminating tailored outreach materials to demonstrate the FP intervention's impact and aligning it with stakeholder (e.g., MCO) priorities.
- Develop a stakeholder feedback mechanism that creates structured feedback loops (e.g., surveys, focus groups, or follow-up meetings) to gather input from policymakers, clinic leaders, and payers to refine the approach and ensure alignment with their priorities.
- Prepare and share success stories or case studies that illustrate the impact of the FP model, showcasing its benefits to families and communities.
- Create strategies to finance the FP model and adapt to changing State and federal budget policies impacting ECD/EI services.
- Develop strategies to integrate the FP model into existing health and community systems to ensure seamless operations and scalability.
- Identify clear metrics to evaluate the fiscal and operational impact of the FP model over time, ensuring accountability and continuous improvement.
- Ensure that sustainability strategies are informed by and responsive to the needs and priorities of the families and communities served.
- Include tools that guide continuous quality improvement (CQI) processes, such as templates for Plan-Do-Study-Act (PDSA) cycles, evaluation frameworks, and data analysis plans.
- Piloting a scalability assessment to refine strategies for broader integration.

- Prepare language that covers intervention integration with health systems, legislative and regulatory support, and contracting and compliance measures.
- Deliver a final draft of a sustainability plan for use by ENRICH-LAC administration.
- Vendor may provide voluntary, unpaid input and additional considerations to the sustainability plan as identified and needed, post-contract period through December 2025, but are not obligated to provide additional input.

4.0 RESPONSIBILITIES – COUNTY

4.1 Personnel

The County will administer the Work Order according to Paragraph 6.0, ADMINISTRATION OF WORK ORDER of the required Work Order. Specific duties will include:

- 4.1.1 Monitoring the Contractor's performance in the daily operation of this Work Order.
- 4.1.2 Ensuring Contractor's compliance with County's applicable Technical Standards.
- 4.1.3 Coordinating with Contractor's designated staff, on a regular basis, regarding activities and performance.
- 4.1.4 Providing direction to the Contractor in areas relating to policy and procedural requirements.
- 4.1.5 Reviewing and approving Contractor invoices.
- 4.1.6 Preparing Amendments in accordance with the Master Agreement, Paragraph 8.0, STANDARD TERMS AND CONDITIONS, Sub-paragraph 8.1, AMENDMENTS.

5.0 RESPONSIBILITIES – CONTRACTOR

5.1 Work Order Program Manager

- 5.1.1 The Contractor will provide a Program Manager and a designated alternate who will be responsible for day-to-day activities, management, and coordination of the Work Order. The County must have access to the Program Manager during regular business hours; 8:00 a.m. to 5:00 p.m., Monday through Friday.

5.1.2 Program Manager/alternate will act as a central point of contact with the County.

- Program Manager/alternate will have full authority to act for Contractor on all matters relating to the daily operation of the Work Order. Program Manager/alternate must be able to effectively communicate, in English, both orally and in writing.

5.2 Personnel

5.2.1 The Contractor will assign a sufficient number of personnel with the proper expertise to perform the required work and where there is a vacancy, a replacement will be made within thirty (30) calendar days. All personnel must be approved by the County Program Manager before being assigned to the Work Order.

5.2.1.1 Project Manager/alternate (PM/A) must possess at least a bachelor's degree in the social or behavioral sciences, public health, government/politics or a related field.

5.2.1.2 PM/A must have proven experience assisting health departments with long-term financial, strategic, and sustainability planning.

5.2.1.3 PM/A must have experience working with programs that serve the CMS population of focus.

5.2.2 All of Contractor's personnel providing services under the Work Order must be able to effectively communicate in English, both orally and in writing.

5.2.3 Contractor will closely monitor its personnel providing services under the Work Order, including for the purposes of detecting operational irregularities, noncompliance with contractual requirements and/or the need for re-training on cleaning standards and protocols. It is the Contractor's executive, management and/or supervisory personnel's responsibility to ensure that the Contractor oversees the activities, and does not delay, ignore, or otherwise limit contractual obligations to a task, site, or operational request from the County.

5.3 Materials and Equipment

The purchase of all materials/equipment to provide the needed services is the responsibility of the Contractor. Contractor will use materials and equipment

that are safe for the environment and safe for use by the employee.

6.0 QUALITY ASSURANCE PLAN

The County will evaluate the Contractor's performance under this Work Order using the quality assurance procedures as defined in Master Agreement, Paragraph 8.0, STANDARD TERMS AND CONDITIONS, Sub-paragraph 8.17, COUNTY'S QUALITY ASSURANCE PLAN.

6.1 Meetings

The Contractor is required to attend any scheduled meetings with County staff, which may be held virtually or in-person, depending on the needs and preferences of the County.

6.2 County Observations

In addition to departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to this Work Order at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

LIST OF PUBLIC ENTITY CONTRACTS

VENDOR'S NAME:

Instructions: Complete Attachment E, List of Public Entity Contracts for each contract awarded to your agency by a public entity within the last 5 years (active and/or expired), as referenced in Attachment H, Response to Requested Information, Section 3.1.H.

Please indicate if your Agency has a Public Entity Contract(s). If yes, complete the information below for each Contract awarded. For explanation of any of the questions below, please use Attachment F-A. Use additional pages as necessary.	<input type="checkbox"/> YES <input type="checkbox"/> NO
---	---

1. Name of Public Entity:	1- Does your agency have any non-compliance issues under this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
Address of Public Entity:	2- Has your agency been subject to any investigation related to financial mismanagement/impropriety conducted by a public agency? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, were findings of financial mismanagement or impropriety determined by the reviewing agency? Yes <input type="checkbox"/> No <input type="checkbox"/>
Contract Title:	Contract Number:
Type of Service (Provide Description of Service):	3- Has your agency experienced financial issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
Contract Amount:	Contract Term: From: To:
Contact Person:	Contact's Title:
Telephone No.:	E-mail Address:
	4- Has your agency experienced administrative issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
	5- Has your agency experienced legal issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
	6- Has your agency experienced programmatic issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
	7- Has your agency experienced a debarment that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
	8- Has your agency been imposed with any contractual remedies for non-compliance under this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
	9- Has your agency been terminated for default or terminated for convenience under this contract? If yes, please complete Attachment E-A this document explaining why your agency was terminated for default or terminated for convenience. Yes <input type="checkbox"/> No <input type="checkbox"/>

LIST OF PUBLIC ENTITY CONTRACTS

VENDOR'S NAME:

2. Name of Public Entity:		1- Does your agency have any non-compliance issues under this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
Address of Public Entity:		2- Has your agency been subject to any investigation related to financial mismanagement/impropriety conducted by a public agency? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, were findings of financial mismanagement or impropriety determined by the reviewing agency? Yes <input type="checkbox"/> No <input type="checkbox"/>
Contract Title:	Contract Number:	3- Has your agency experienced financial issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
Type of Service (Provide Description of Service):		4- Has your agency experienced administrative issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
Contract Amount:	Contract Term: From: To:	5- Has your agency experienced legal issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
Contact Person:	Contact's Title:	6- Has your agency experienced programmatic issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
Telephone No.:	E-mail Address:	7- Has your agency experienced a debarment that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
		8- Has your agency been imposed with any contractual remedies for non-compliance under this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
		9- Has your agency been terminated for default or terminated for convenience under this contract? If yes, please complete Attachment E-A to this document explaining why your agency was terminated for default or terminated for convenience. Yes <input type="checkbox"/> No <input type="checkbox"/>

LIST OF PUBLIC ENTITY CONTRACTS

VENDOR'S NAME:

3. Name of Public Entity:	
Address of Public Entity:	
Contract Title:	Contract Number:
Type of Service (Provide Description of Service):	
Contract Amount:	Contract Term: From: To:
Contact Person:	Contact's Title:
Telephone No.:	E-mail Address:

1- Does your agency have any non-compliance issues under this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
2- Has your agency been subject to any investigation related to financial mismanagement/impropriety conducted by a public agency? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, were findings of financial mismanagement or impropriety determined by the reviewing agency? Yes <input type="checkbox"/> No <input type="checkbox"/>
3- Has your agency experienced financial issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
4- Has your agency experienced administrative issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
5- Has your agency experienced legal issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
6- Has your agency experienced programmatic issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
7- Has your agency experienced a debarment that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
8- Has your agency been imposed with any contractual remedies for non-compliance under this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
9- Has your agency been terminated for default or terminated for convenience under this contract? If yes, please complete Attachment E-A to this document explaining why your agency was terminated for default or terminated for convenience. Yes <input type="checkbox"/> No <input type="checkbox"/>

LIST OF PUBLIC ENTITY CONTRACTS

VENDOR'S NAME:

4. Name of Public Entity:	
Address of Public Entity:	
Contract Title:	Contract Number:
Type of Service (Provide Description of Service):	
Contract Amount:	Contract Term: From: To:
Contact Person:	Contact's Title:
Telephone No.:	E-mail Address:

1- Does your agency have any non-compliance issues under this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
2- Has your agency been subject to any investigation related to financial mismanagement/impropriety conducted by a public agency? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, were findings of financial mismanagement or impropriety determined by the reviewing agency? Yes <input type="checkbox"/> No <input type="checkbox"/>
3- Has your agency experienced financial issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
4- Has your agency experienced administrative issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
5- Has your agency experienced legal issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
6- Has your agency experienced programmatic issues that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
7- Has your agency experienced a debarment that affected your ability to comply with this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
8- Has your agency been imposed with any contractual remedies for non-compliance under this contract? Yes <input type="checkbox"/> No <input type="checkbox"/>
9- Has your agency been terminated for default or terminated for convenience under this contract? If yes, please complete Attachment E-A to this document explaining why your agency was terminated for default or terminated for convenience. Yes <input type="checkbox"/> No <input type="checkbox"/>

LIST OF PUBLIC ENTITY CONTRACTS
(Explanation of question in Attachment E)

VENDOR'S NAME:

Name of Public Entity:	Contract number:
<p>Explain why your Agency was terminated for default or terminated for convenience or any other explanations from Attachment E.</p>	

SUBMISSION INSTRUCTIONS

Please use the following guidelines to submit your Work Order Solicitation Response in PDF format. The purpose of this document is to ensure that the Respondent has submitted all attachments with its Response.

REQUIRED ATTACHMENTS

The Response must contain the listed attachments below, as described in Section 13.0 - VENDOR'S RESPONSE of the Request for Services (RFS).

LIST OF REQUIRED ATTACHMENTS

ATTACHMENTS INCLUDED

ATTACHMENT A – TRANSMITTAL FORM TO REQUEST A SOLICITATION
REQUIREMENTS REVIEW ☐

ATTACHMENT B – VENDOR'S BUDGET ☐

ATTACHMENT C – PROJECT REFERENCES ☐

ATTACHMENT E – LIST OF PUBLIC ENTITY CONTRACTS ☐

ATTACHMENT F – SUBMISSION INSTRUCTIONS ☐

ATTACHMENT G– RESPONSE TO REQUESTED INFORMATION ☐

Supporting documentation/attachments (if applicable) ☐

ATTACHMENT H – PENDING LITIGATIONS AND JUDGEMENTS ☐

RESPONDENT'S DECLARATION AND SIGNATURE

Respondent acknowledges that if any false, misleading, incomplete, or deceptively unresponsive statements in connection with this Response are made, the Response may be disqualified from consideration. The evaluation and determination in this area will be at the sole judgment of the Department of Public Health, Contracts and Grants Division Director, whose judgment shall be final.

DECLARATION: I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE.

RESPONDENT'S NAME:	COUNTY WEBVEN NUMBER:
--------------------	-----------------------

ATTACHMENT F

ADDRESS:	
PHONE NUMBER:	EMAIL:
INTERNAL REVENUE SERVICE EMPLOYER IDENTIFICATION NUMBER:	CALIFORNIA BUSINESS LICENSE NUMBER:
RESPONDENT OFFICIAL NAME AND TITLE (PRINT):	
SIGNATURE	DATE

RESPONSE TO REQUESTED INFORMATION

1.0 INSTRUCTIONS

Vendor must provide a detailed narrative for each section below. Any additional supporting documentation/attachments must be referenced in the narrative. Responses to this Attachment will be reviewed as indicated in the Request for Services (RFS), Section 14.0 - REVIEW AND SELECTION PROCESS. Any supporting documentation/attachments not referenced in the narrative will not be included in the review and selection process. **MISLEADING, INCOMPLETE OR DECEPTIVELY UNRESPONSIVE STATEMENTS IN CONNECTION WITH THIS RESPONSE MAY RESULT AS NON-RESPONSIVE AS INDICATED IN RFS, SECTION 15.0, DISQUALIFICATION REVIEW.**

2.0 VENDOR CONTACT

Vendor must identify a primary point of contact as part of its Response as follows:

Vendor Name	<div>Click or tap here to enter text.</div>
Headquarters Address:	<div>Click or tap here to enter text.</div>
Vendor Website:	<div>Click or tap here to enter text.</div>
Primary Point of Contact:	
Name:	<div>Click or tap here to enter text.</div>
Title:	<div>Click or tap here to enter text.</div>
Mailing Address:	<div>Click or tap here to enter text.</div>
Email Address:	<div>Click or tap here to enter text.</div>
Phone Number:	<div>Click or tap here to enter text.</div>

3.0 RESPONSE QUESTIONS

3.1 Vendor’s Minimum Requirements

- A. Provide your agency’s current Professional and Technical Services Master Agreement Number (PAT SMA) or indicate the **DATE** your agency submitted a response to the Request for Qualifications (RFQ) for PAT SMA.

Enter Master Agreement Number (PAT SMA) or submission date of response to the RFQ for PAT SMA here.

- B. Provide a narrative that demonstrates your firm meets the minimum requirements as described in RFS, Section 4.0 - MINIMUM REQUIREMENTS, sub-section 4.2. Your response must include all relevant contracted experience and background information with **contract start and end dates** which must include the **month, day, and year**. Please indicate if the service is currently ongoing; enter today's date as the end date.

Start Date:Click or tap to enter a date.	End Date:Click or tap to enter a date.
<input type="checkbox"/> Please check this box if service is current.	
Narrative: Click or tap here to enter text.	

- C. Provide a narrative that demonstrates your firm meets the minimum requirements as described in RFS, Section 4.0 - MINIMUM REQUIREMENTS, sub-section 4.3. Your response must include all relevant contracted experience and background information with **contract start and end dates** which must include the **month, day, and year**. Please indicate if the service is currently ongoing; enter today's date as the end date.

Start Date:Click or tap to enter a date.	End Date:Click or tap to enter a date.
<input type="checkbox"/> Please check this box if service is current.	
Narrative: Click or tap here to enter text.	

- D. Provide a narrative that demonstrates your firm meets the minimum requirements as described in RFS, Section 4.0 - MINIMUM REQUIREMENTS, sub-section 4.4. Your response must include all relevant contracted experience and background information with **contract start and end dates** which must include the **month, day, and year**. Please indicate if the service is currently ongoing; enter today's date as the end date.

Start Date:Click or tap to enter a date.	End Date:Click or tap to enter a date.
<input type="checkbox"/> Please check this box if service is current.	
Narrative: Click or tap here to enter text.	

- E. Provide a narrative that demonstrates your firm meets the minimum requirements as described in RFS, Section 4.0 - MINIMUM

REQUIREMENTS, sub-section 4.5. Your response must include all relevant contracted experience and background information with **contract start and end dates** which must include the **month, day, and year**. Please indicate if the service is currently ongoing; enter today's date as the end date.

Start Date:Click or tap to enter a date.	End Date:Click or tap to enter a date.
<input type="checkbox"/> Please check this box if service is current.	
Narrative: Click or tap here to enter text.	

- F. Provide a narrative that demonstrates your firm meets the minimum requirements as described in RFS, Section 4.0 - MINIMUM REQUIREMENTS, sub-section 4.6. Your response must include all relevant contracted experience and background information with **contract start and end dates** which must include the **month, day, and year**. Please indicate if the service is currently ongoing; enter today's date as the end date.

Start Date:Click or tap to enter a date.	End Date:Click or tap to enter a date.
<input type="checkbox"/> Please check this box if service is current.	
Narrative: Click or tap here to enter text.	

- G. Provide a narrative that demonstrates your firm meets the minimum requirements as described in RFS, Section 4.0 - MINIMUM REQUIREMENTS, sub-section 4.7. Your response must include all relevant contracted experience and background information with **contract start and end dates** which must include the **month, day, and year**. Please indicate if the service is currently ongoing; enter today's date as the end date.

Start Date:Click or tap to enter a date.	End Date:Click or tap to enter a date.
<input type="checkbox"/> Please check this box if service is current.	
Narrative: Click or tap here to enter text.	

- H. Complete Attachment E – List of Public Entity Contracts.

- I. If Respondent's compliance with a County of Los Angeles (County) contract has been reviewed by the Department of the Auditor-Controller within the last 10 years, Respondent must not have unresolved questioned costs identified by the Auditor-Controller, in an amount over \$100,000, that are confirmed to be disallowed costs by the contracting County department, and remain unpaid for six (6) 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.

- ☐ Yes, I have been audited within the last 10 years and do not have over \$100,000 in disallowed costs.
- ☐ Yes, I have been audited within the last 10 years and have over \$100,000 in disallowed cost.
- ☐ Not applicable. I have not been audited by the County Department of the Auditor-Controller in the last 10 years.

3.2 Vendor's Experience and Personnel

- A. Provide an overview of your firm's knowledge and experience in ECD/EI systems, particularly within pediatric care settings. Highlight your experience in developing sustainability frameworks, integrating family-centered models, and advancing policy efforts at local, State, and federal levels; ensure your response includes details on your experience in leading cross-sector collaborations, particularly in projects involving healthcare providers, early childhood networks, and public sector organizations, and engagement, and presenting findings to diverse audiences as described in RFS, Section 13.0 – VENDOR'S RESPONSE, sub-section 13.4.1.

Click or tap here to enter text.

- B. Provide a **Personnel Section**, which includes:

- B.1 An organizational chart/list description, and resumes of key personnel that will be responsible for the delivery of services and their roles. Include relevant personnel experience, professional certifications/licenses, education, training, special skills and other abilities to successfully perform the required services as described in RFS, Section 13.0 – VENDOR'S RESPONSE, sub-section 13.4.2.

Click or tap here to enter text.

3.3 Vendor's Approach and Methodology

- A. Provide a detailed description of your agency's systematic approach to data collection and analysis to support the development of the ENRICH-LAC Sustainability Framework. This includes conducting a

comprehensive review of relevant policies, research, and funding mechanisms, (e.g., gray literature, government reports, policy briefs, and best practices from other early childhood and pediatric care integration models), as described in RFS, Section 13.0 – VENDOR’S RESPONSE, sub-section 13.5.1.

Click or tap here to enter text.

- B. Provide a detailed description of your agency’s structured approach to gathering insights from local experts, policymakers, health payers, and key stakeholders. This includes conducting key informant interviews, facilitated discussions, and advisory convenings to ensure the Sustainability Framework is informed by cross-sector expertise in public health, ECD/EI, and healthcare financing, as described in RFS, Section 13.0 – VENDOR’S RESPONSE, sub-section 13.5.2.

Click or tap here to enter text.

- C. Provide a detailed description of your agency’s community-driven engagement strategy that ensures family and provider input is embedded in sustainability planning. This includes engaging caregivers, FPs, pediatric providers, and community organizations to gather insights, identify barriers, and build consensus around policy and funding solutions that enhance access, equity, and long-term impact, as described in RFS, Section 13.0 – VENDOR’S RESPONSE, sub-section 13.5.3.

Click or tap here to enter text.

- D. Provide a detailed description of your agency’s systematic approach to identifying and leveraging Medicaid (Medi-Cal) billing innovations and funding opportunities to sustain ENRICH-LAC, as described in RFS, Section 13.0 – VENDOR’S RESPONSE, sub-section 13.5.4.

Click or tap here to enter text.

PENDING LITIGATIONS AND JUDGEMENTS**VENDOR'S NAME:**

Instructions: Complete Attachment H, Pending Litigations and Judgements, for any pending litigation in which Vendor is a party, or judgements against Vendor in the past five years.

Case Name:	Case No:	Court Jurisdiction:
<p>Provide a statement describing the nature and amount of claimed damages of any pending or threatened litigation.</p>		