



Champions For Our Children

February 1, 2010

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Evelyn V. Martinez

750 N. Alameda Street

Suite 300

Los Angeles, CA 90012

ph: 213.482.5902

fax: 213.482.5903

www.first5la.org

contact@first5la.org

A public entity.

Dear Prospective Applicant:

First 5 LA is issuing this Request for Qualifications (RFQ) to organizations interested in supporting our Public Affairs department as a **Marketing and Communications Talent Placement Agency**. The primary function of the agency will be to supply First 5 LA with temporary employees who will fulfill our Marketing and Communications needs under the supervision of the Public Affairs department managers.

Applicants must have demonstrated experience as a talent placement agency in the fields of marketing, design, editorial, project management and Internet production for a multicultural audience in a wide range of media. Those agencies wishing to apply must submit a completed application to First 5 LA **no later than 5 p.m on February 19, 2010**. Following a review of all submitted materials, qualified applicants will be invited for an in-person or phone interview beginning February 24, 2010.

Please submit your complete application online at www.first5la.org/PATempAgencyRFQ. **All applications must be received electronically.** In addition, please submit one (1) original and signed copy of the "Application Cover Letter", First 5 LA's "Signature Authorization," and "Agency Involvement in Litigation and/or Contract Compliance Difficulties" forms, along with any supporting documentation or samples in print form you deem appropriate, to:

Evelyn V. Martinez, Executive Director

First 5 LA

750 N. Alameda Street, Suite 300

Los Angeles, CA 90012

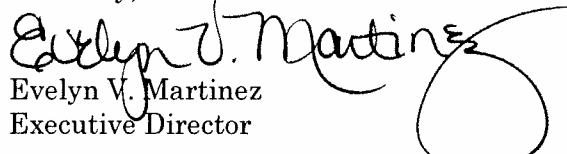
Attention: Marketing & Communications Talent Placement

No faxed or emailed submissions will be considered.

Questions regarding this RFQ should be directed to Larry Renick, Marketing Manager, at 213.482.7548 or LRenick@first5la.org.

Thank you for your dedication to children and families and for supporting the vision and mission of First 5 LA.

Sincerely,


Evelyn V. Martinez
Executive Director