First 5 LA
Federal Policy and Sustainability Consultant RFQ

Applicant Information Workshop
May 13, 2013
Welcome

• Introductions
GoTo Webinar Basics

- Open and close your panel
- Full screen or window mode
- Raise your hand
- Ask questions
- Click “Help” for assistance
Agenda

✓ First 5 LA Background
✓ RFQ Details & Eligibility
✓ Deadlines
✓ Review Process and Timeline
✓ Questions
Background

- Founded 1998
- Proposition 10
- 50¢ tax on tobacco
- 0-5 children and families
- $1.2B invested to date
Strategic Plan

First 5 LA’s 2009-2015 Strategic Plan includes two main strategies to achieve its goals: *place based* and *countywide*.

- **Place based** investments focus on 14 communities in LA County known as *Best Start*. First 5 LA *Best Start* is a community-driven effort that brings together parents and other community members to support young children and families;

- **Countywide** investments include both direct services and a comprehensive effort to address systems improvement in LA County through *public policy* change.
First 5 LA Policy Priorities

- Promote comprehensive, affordable health insurance for all
- Support integration and sharing of data
- Increase supports for breastfeeding
- Promote reductions in drug, alcohol and tobacco use by parents/caregivers
- Expand early identification and intervention
- Expand voluntary home visiting
- Promote family strengthening principles and prevention practices in the child welfare system
- Improve quality (and expansion) of early care and education programs
- Strengthen the prenatal to 5 workforce
- Increase access to healthy food options and physical activity

4 Strategic Goals:
* Children are born healthy
* Children maintain a healthy weight
* Children are safe from abuse and neglect
* Children are ready for kindergarten
RFQ Qualifications

- Location: In or near Washington DC. Must be able to attend meetings in DC and have ability to communicate effectively/efficiently with First 5 LA staff via phone and email.

- Independent Consultant or Consultant Firm with Registered Lobbyists.

- Consultant must be able to accept payment for expenses already incurred. We use a monthly invoicing system and do not function on a retainer basis.
Application

• See Section IV of RFQ for Application Info
• Narrative Application Questions IVA.2.a-b
  – 10 page maximum — *anything above 10 pages will not be included for scoring*
    • 6 pages for question a *(We want your analysis of policy opportunities for First 5 LA, the role your firm could play, and what outcomes we could expect)*
    • 4 pages for question b *(We want summaries of some of your work, reflecting your content knowledge most closely related to our primary and secondary priorities.)*
    • State whether you or staff are registered lobbyists and are filing
  • See score sheet in Appendices
  • SOW will be used for scoring – a final SOW will be negotiated with First 5 LA upon selection of consultant
Required Docs

- **Cover Letter
- Narrative Application
- SOW
- Budget
- Budget Narrative
- Resume(s)
- Client References
- Work Samples
- **Signature Authorization Form
- **Agency Involvement in Litigation Form
- W-9

*Applications with missing documents will be disqualified.

**Hard copies due in the office by deadline: Friday, May 31, 2013.
Priority Activities

• Identifying near-term (12-24 months) opportunities related to supporting funding/expansion of home visitation and early childhood education

• Participate in coalitions with advocates and foundations around First 5 LA’s priority areas and identify ways to strengthen advocacy efforts

• Support relationship building with members of Congress and administrators

• Assist in strategy development around legislation, regulatory, and budgetary opportunities
DEADLINES

Applications due May 31, 2013 5pm PST - Plan Ahead

No Exceptions

This includes original signed copies of Cover letter, Signature Authorization Form and Agency Involvement in Litigation Form.
Review Process

• **Level 1**: First 5 LA staff will review each application to ensure that basic requirements are met. Basic requirements include: timely receipt of application, format as required, inclusion of all appropriate attachments, etc. Proposals with omissions of any required documentation are subject to disqualification.

• **Level 2**: Applications will be reviewed by a team of external reviewers using the Statement of Qualifications Review Tool posted with the RFQ (Appendix H). External reviewers are required to sign a Conflict of Interest and Confidentiality Statement.

• **Level 3**: Finalists will be interviewed by a team of First 5 LA staff members.

• **Level 4**: First 5 LA will conduct a financial review of the finalist prior to contracting.

• **Level 5**: Finalist will be submitted to Commission for approval in July 2013.
Questions?
Thank You

http://www.first5la.org/node/5912

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