Q: Can you speak more to the specific activities that will be required of a lobbyist?

A: We anticipate that First 5 LA contractor would meet with lawmakers to educate and advocate for policies that would benefit children 0-5 and their families, particularly in the two priority areas mentioned in the RFQ.

Q. Does the page limit include the scope of work piece?

A: No. The page limit refers only to the narrative portion of the application, Section IV. Question 2a and b. In this section, the page limit is 10 pages—six for question a and four for question b.

Q: For references, do you need letters or just names to contact?

A: Please use the Client Reference Form, Appendix X.

Q: Can you provide more details about the scope of work document?

A: The Scope of Work should reflect that activities you propose in your narrative response (Question 2a, from Section IV) to engage in on behalf of First 5 LA over the next 11.5 months. It should include those tasks that you believe your firm can tackle to help First 5 LA accomplish its priority goals. This is a draft document and a final SOW will be negotiated once a finalist is selected.

Q: Noted health insurance access is a priority. What about actual health outcomes?

A: Health outcomes for children and families are definitely important to First 5 LA. Our policy work reflects the 10 policy goals in the First 5 LA Policy Agenda, and some of the work the contractors do will include engagement on these broad goals. However, the primary areas of focus for this contract are home visitation and school readiness.

Q. Do you needed resumes from each staffer person who would be working on the contract or if bios would be acceptable?

A. We are requesting resumes.
Q. What type of work samples are you looking for?

A. Applicants should submit samples that best represent their work that align with the needs of First 5 LA as described in the RFQ.

Q. Is the $150 / hour for a firm entirely?

A. The hourly rate is calculated as a composite of the total project hours proposed. Please refer to Section IX.9 of the RFQ outlines the rate and Appendix C the hourly rate form: “Per the COMMISSION’s Policy and Guidelines for Hiring Consultants (Section 7), the total composite rate for a Consultant may not exceed $150 an hour. This means that the total cost of billable hours associated with a contract divided by the total number of hours billed must be equal to or less than $150. A blended rate is allowable. For example, for a contract totaling $150,000, a consultant may bill 500 hours for Consultant A at $200/hour, and 500 hours for Consultant B at $100/hour, with a total composite rate of $150/hour (1,000 total hours divided by $150,000 in billable hours = $150/hour).”

Q. We work by monthly retainer within a SOW. Is this RFQ saying that the consultant would bill at $150 per hour up to a max of $115k?

A. The contract is not on a retainer basis. First 5 LA will negotiate a final contract based on the SOW and budget for estimated time/expenses related to the proposed activities. The $150/rate is the maximum composite rate allowed and the $115,000 is the maximum available for this contract. Applicants will build a budget and SOW that can be “up to” $115k but does not need to be that amount – payments will vary depending on actuals. Contractors will invoice us on a monthly basis for expenses and hours of the month prior (for example, in August, you would invoice for July’s expenses/hours) and are paid based on the timely receipt of invoices.