



MARK PESTRELLA, Director

## COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

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P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE

January 13, 2026

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**SERVICE CONTRACT  
ADMINISTRATIVE SERVICES CORE SERVICE AREA  
AWARD OF SERVICE CONTRACTS  
LEADERSHIP ACADEMY TRAINING SERVICES PROGRAM  
(ALL SUPERVISORIAL DISTRICTS)  
(3-VOTES)**

### **SUBJECT**

Public Works is seeking Board approval to award six service contracts for the Leadership Academy Training Services Program to strengthen Public Works leadership through tiered training that builds communication, strategy, collaboration, and decision-making skills.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the contract work is not a project pursuant to the California Environmental Quality Act for the reasons stated in this Board letter.
2. Award and delegate authority to the Director of Public Works or his designee to execute six contracts with Eagle Leadership Group, LLC; Rise Up For You, LLC; The University of Kansas – Public Management Center; SWG Associates; The University Corporation (California State University, Northridge); and University of Southern California for the Leadership Academy Training Services Program. These contracts will be for an initial term of 1 year with four 1-year renewal options and may be extended on a month-to-month basis for up to 6 additional months for an annual aggregate program amount of \$1,500,000 plus 10 percent for additional work within the scope of the contracts for a maximum potential contract term of 66 months and a maximum potential aggregate program amount of \$9,075,000. These contracts will be subject to the additional extension provisions specified below.

3. Delegate authority to the Director of Public Works or his designee to execute future contracts under this program with additional contractors that meet all the requirements outlined in the Request for Statement of Qualifications. Each contract will commence by January 30, 2026, or execution by both parties, whichever occurs last, and end on January 29, 2027. With the Board's delegated authority, Public Works may renew these contracts for the four 1-year renewal options and may be extended on a month-to-month basis for up to 6 additional months for a maximum potential total contract term of 66 months.

4. Delegate authority to the Director of Public Works or his designee to renew each respective contract for each additional renewal option and extension period if, in the opinion of the Director of Public Works or his designee, the contractors have successfully performed during the previous contract period and the services are still required; to approve and execute amendments to incorporate necessary changes within the scope of work; and to suspend and/or terminate the contracts for convenience if it is in the best interest of the County to do so.

5. Delegate authority to the Director of Public Works or his designee to authorize additional services and extend the contract expiration date as necessary to complete those additional services when those additional services are: (1) previously unforeseen, (2) related to a previously assigned scope of work on a given work order, and (3) are necessary for the completion of that given work order.

6. Delegate authority to the Director of Public Works or his designee to increase the annual aggregate program amount by up to an additional 10 percent of the annual program sum, which is included in the maximum potential aggregate program sum for unforeseen additional work within the scope of the contract if required.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to award contracts for the Leadership Academy Training Services Program to improve how Public Works connects, leads, and collaborates. The program will serve Public Works managers and executives by providing tiered training at foundational, advanced, and executive levels. This training will be delivered through tailored modules on communication, emotional intelligence, supervision, strategic leadership, crisis management, and financial acumen. Training will be offered primarily through interactive in-person sessions using lectures, role-plays, group discussions, and case studies with options for online delivery when needed. The core scope is to equip leaders with tools and strategies that enhance effectiveness, collaboration, and strategic decision-making across the organization.

### **Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: North Star 3, Realize Tomorrow's Government Today, Focus Area Goal B, Diverse and Inclusive Workforce, Strategy ii, Fairness and Equity, and Strategy iii, Top-Rated Workforce; and Focus Area Goal C, Equity-Centered Policies and Practices, Strategy i, Policies and Practices, by contracting with the recommended contractors that have the specialized expertise to provide these services.

### **FISCAL IMPACT/FINANCING**

This program is for an annual aggregate amount of \$1,500,000 plus 10 percent for additional work within the scope of the contracts with a maximum potential program sum of \$9,075,000. This amount is based on the estimated annual utilization of the contractors' services by Public Works. Any unused authorized amounts up to 25 percent from the previous contract terms will be applied to subsequent renewal terms, including the four 1-year renewal options and may be extended on a month-to-month basis for up to 6 additional months. The County may also authorize an extension of time to the contract's maximum potential term not-to-exceed 180 days with no additional funding. There will not be a cost-of-living adjustment.

Funding for the initial term of these services is included in the Internal Service Fund (B04 - Services and Supplies) Fiscal Year 2025-26 Budget. Total annual expenditures for these services will not exceed the program amount approved by the Board. Funds to finance the program's optional years and 10 percent additional funding for contingencies will be requested through the annual budget process.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

County Counsel has reviewed the contracts as to form, which are substantially similar to the enclosed draft contract (Enclosure A). The recommended contracts were solicited on an open-competitive basis and are in accordance with applicable Federal, State, and County requirements. The recommended six contractors are listed in Enclosure B.

With the Board's delegated authority, Public Works may execute future contracts under this program with additional contractors that meet all the requirements outlined in the Request for Statement of Qualifications. Each contract will commence by January 30, 2026, or execution by both parties, whichever occurs last, and end on January 29, 2027. With the Board's delegated authority, Public Works may renew these contracts for the four 1-year renewal options, if exercised. Contracts may also be extended on a month-to-month basis for up to 6 additional months, with the final expiration date set for July 29, 2031, if all extensions are exercised.

The expiration of these contracts is subject to the following conditions: where services for a given work order have been authorized in writing by the County but are not completed by the contractor prior to the stated expiration date, the expiration date will be automatically extended solely to allow for the completion of such services.

A standard service contract was used that contains terms and conditions in compliance with the Board's ordinances, policies, and programs. Enclosure B reflects the proposers' utilization participation and Community Business Enterprise program information. Data regarding the proposers' minority participation is on file with Public Works. The contractors were selected upon final analysis and consideration without regard to race, creed, gender, or color. This is a new service.

Once a new training program is identified, Public Works will issue a Work Order solicitation to all contractors in the program.

## **ENVIRONMENTAL DOCUMENTATION**

In accordance with Section 15378(b) of the California Environmental Quality Act Guidelines, approval of the recommended action does not constitute a project because it is an organizational or administrative activity of government that will not result in direct or indirect physical changes to the environment and, hence, is not subject to the requirements of the California Environmental Quality Act.

## **CONTRACTING PROCESS**

On October 1, 2024, a notice of the Request for Statement of Qualifications (RFSQ) was placed on the County's "Doing Business with Los Angeles County" website (Enclosure C), "Do Business With Public Works" website, and X (formerly Twitter). In addition, advertisements were placed in the Los Angeles Daily Journal, Los Angeles Sentinel, La Opinión, The Daily Breeze, The Signal (Santa Clarita), World Journal, Daily Commerce, The Malibu Times, Press Telegram, and Pasadena Star News. Also, Public Works informed 1,645 Local Small Business Enterprises, 169 Disabled Veteran Business Enterprises, 174 Social Enterprises, 1,041 Community Business Enterprises, and 1,385 Community-Based Organizations. Additionally, the Department of Economic Opportunity conducted a focused outreach and informed 143 related businesses about this business opportunity.

On November 14, 2024, 12 Statements of Qualifications (SOQs) were received. The SOQs were first reviewed to ensure that they met the mandatory requirements outlined in the RFSQ. All of the 12 SOQs met these mandatory requirements. These 12 SOQs were then evaluated by an evaluation committee consisting of Public Works staff utilizing the informed averaging methodology. The committee's evaluation was based on criteria described in the RFSQ, including experience, work plan, interview/presentation, and references. Based on this evaluation, Public Works selected six responsive and responsible proposers. In accordance with the award criteria outlined in the RFSQ, Public Works is recommending that the six contractors be offered the opportunity to enter into a contract with the County.

Public Works will keep the RFSQ active and accept additional proposals on an as-needed basis. Future contracts under this program may be executed with contractors that meet all the requirements outlined in the RFSQ.

Public Works has evaluated and determined that the contracted services are required on an on-call and intermittent basis; therefore, Proposition A (Los Angeles County Code Chapter 2.121) and the Living Wage Program (Los Angeles County Code Chapter 2.201) do not apply to this contract.

## **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The award of these contracts will not result in the displacement of any County employees.

**CONCLUSION**

Please return one adopted copy of this Board letter to Public Works, Business Relations and Contracts Division.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Mark Pestrella".

MARK PESTRELLA, PE

Director

MP:SK:ao

Enclosures

c: Chief Executive Office (Christine Frias)  
County Counsel  
Executive Office, Board of Supervisors

LEADERSHIP ACADEMY TRAINING SERVICES PROGRAM (BRC0000556)

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and [Name of CONTRACTOR], a [State of Incorporation] [Form of Entity], located at [Full Address of the Contractor], (hereinafter referred to as CONTRACTOR). COUNTY and CONTRACTOR are each a Party and collectively referred to as the Parties.

WITNESSETH

FIRST: The CONTRACTOR, for the consideration hereinafter set forth and the acceptance by the Board of Supervisors (Board) of said COUNTY of the CONTRACTOR'S Statement of Qualifications filed with the COUNTY on \_\_\_\_\_, 2024, hereby agrees to provide services as described in this Contract for Leadership Academy Training Services Program (BRC0000556).

SECOND: This AGREEMENT, together with Exhibit A, Scope of Work; Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program; and Exhibit F, Performance Requirements Summary; the CONTRACTOR'S Statement of Qualifications, all attached hereto; the Request for Statement of Qualifications; and Addenda to the Request for Statement of Qualifications, all of which are incorporated herein by reference, are agreed by the COUNTY and the CONTRACTOR to constitute the Contract.

THIRD: The COUNTY agrees, in consideration of satisfactory performance of the foregoing services in strict accordance with the Contract specifications to the satisfaction of the Director, to pay the CONTRACTOR pursuant to the Schedule of Prices set forth in the Work Order. In no event will the COUNTY pay any and all Contractors providing service under this Program an aggregate annual amount that exceeds \$1,500,000, or such greater amount as the Board may approve (Maximum Contract Sum). Any unused authorized amounts up to 25 percent from the previous contract terms will be applied to subsequent renewal terms.

FOURTH: Work will be assigned based on Exhibit A, Scope of Work, Paragraph J, Assignment of Work. Notwithstanding the foregoing, the parties understand and agree that this Contract is nonexclusive, the County may enter into other contracts for the performance of the same or similar services, and the CONTRACTOR is not entitled to or guaranteed the assignment of any work hereunder.

FIFTH: This contract will commence by January 30, 2026, or execution by both parties, whichever occurs last, and end on January 29, 2027. With the Board's delegated authority, Public Works may renew the Contract for the four 1-year renewal options, if exercised. Contracts may also be extended on a month-to-month basis for up to 6 additional months, with the final expiration date set for July 29, 2031. Each such option will be exercised at the sole discretion of the COUNTY. The COUNTY, acting through the

## ENCLOSURE A

Director, may give a written notice of intent to renew this Contract at least 10 days prior to the end of each term. At the sole discretion of the COUNTY, in lieu of renewing the Contract for the full 1 year, this Contract may be renewed on a month-to-month basis, upon written notice to the CONTRACTOR at least 10 days prior to the end of a term. Further, in accordance with Section 2.A.3 of Exhibit B, Service Contract General Requirements, the COUNTY may, at its sole discretion, authorize extensions of time to the Contract's term, to the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, provided the aggregate of all such extensions during the life of this Contract will not exceed 180 days. The Director will provide a written notice of nonrenewal at least 10 days before the last day of any term, in which case this Contract will expire as of midnight on the last day of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal. If the County authorizes the Contractor in writing to perform services on a given Work Order prior to the stated expiration date, but thereafter such services are not completed by the stated expiration date, then the expiration of the Contract shall be automatically extended solely to allow for the completion of such services. County may authorize unforeseen additional services and extend the contract expiration date as necessary to complete those services when the unforeseen additional services are directly related to the initial scope of work and are necessary for the completion of a given Work Order.

SIXTH: The CONTRACTOR will bill monthly, in arrears, for the work performed during the preceding month. Work performed will be billed at the hourly rates and/or unit prices quoted in the Schedule of Prices set forth in the Work Order.

SEVENTH: Public Works will make payment to the CONTRACTOR within 30 days of receipt and approval of a properly completed and undisputed invoice. However, should the CONTRACTOR be certified by the COUNTY as a Local Small Business Enterprise, payment will be made in accordance with Board of Supervisors Policy No. 3.035, Small Business Liaison and Prompt Payment Program. Each invoice must be in triplicate (original and two copies) and must itemize the work completed. The invoices must be submitted to:

Los Angeles County Public Works  
Attention Fiscal Division, Accounts Payable  
P.O. Box 7508  
Alhambra, CA 91802-7508

EIGHTH: In no event will the aggregate total amount of compensation paid to any and all contractors under this Program exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

NINTH: The CONTRACTOR understands and agrees that only the designated Public Works Contract Manager is authorized to request or order work under this Contract. The CONTRACTOR acknowledges that the designated Contract Manager is not authorized to request or order any work that would result in the CONTRACTOR earning an aggregate compensation in excess of this Contract's Maximum Contract Sum.

TENTH: No cost-of-living adjustment will be granted for the optional renewal periods.

## ENCLOSURE A

ELEVENTH: In the event that terms and conditions, which may be listed in the CONTRACTOR'S Statement of Qualifications, conflict with the COUNTY'S specifications, requirements, and terms and conditions as reflected in this AGREEMENT including, but not limited to, Exhibits A through F, inclusive, the COUNTY'S provisions will control and be binding.

TWELFTH: The CONTRACTOR agrees in strict accordance with the Contract specifications and conditions to meet the COUNTY'S requirements.

THIRTEENTH: Advertising and Other External Communications About the Project/Contract. Consultant/Contractor shall obtain the County's prior written approval before disclosing or communicating any information concerning the award of the contract, the progress of the work, or the completion of the work, to any non-party, including but not limited to outside media and news organizations. This requirement includes, but is not limited to: (1) a Consultant/Contractor's, application for an award or any other recognition of the Project/Contract; and (2) any advertising or promotion of the Project/Contract and/or the Consultant/Contractor's role on the project. The County retains the sole discretion as to the release of such information, including the right to deny the request for disclosure, the right to direct the timing of the disclosure, and/or the right to direct Consultant/Contractor to make revisions to the information prior to disclosure.

FOURTEENTH: This Contract constitutes the entire agreement between the COUNTY and the CONTRACTOR with respect to the subject matter of this Contract and supersedes all prior and contemporaneous agreements and understandings. This CONTRACT may be signed by the Parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or e-mail electronic signatures. Each executed counterpart will be deemed an original. All counterparts, taken together, constitute the executed Agreement.

The Parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format will be legal and binding and will have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. Contractor and County (i) agree that an electronic signature, whether digital or encrypted, of a Party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile, or electronic mail, or other electronic means, (iii) are aware that the other Party will rely on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all Parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 (E-SIGN) and California Uniform Electronic Transactions Act (UETA)(Cal. Civ. Code § 1633.1, et seq.),



## ENCLOSURE A

that a signature by fax, e-mail or other electronic means will constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

[illegible]

**ENCLOSURE A**

IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Director of Public Works, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Director of Public Works

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By \_\_\_\_\_  
Deputy

\_\_\_\_\_  
Type/Print Name

[NAME OF CONTRACTOR]

By \_\_\_\_\_  
Its President

\_\_\_\_\_  
Type/Print Name

By \_\_\_\_\_  
Its Secretary

\_\_\_\_\_  
Type/Print Name

**PROPOSERS' UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION FOR  
LEADERSHIP ACADEMY TRAINING SERVICES PROGRAM**

**SELECTED FIRMS**

	<b>Proposer Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.</b>	<b>Local Small Business Enterprise (LSBE)</b>	<b>Small Business Enterprise (SBE)</b>	<b>Minority</b>	<b>Women-Owned</b>	<b>Disadvantaged Business</b>	<b>Disabled Veteran Business Enterprise</b>	<b>Social Enterprise</b>	<b>Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise</b>
1	<b>Eagle Leadership Group, LLC</b>						X		
	No subcontractors								
	<b>Proposer Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.</b>	<b>Local Small Business Enterprise (LSBE)</b>	<b>Small Business Enterprise (SBE)</b>	<b>Minority</b>	<b>Women-Owned</b>	<b>Disadvantaged Business</b>	<b>Disabled Veteran Business Enterprise</b>	<b>Social Enterprise</b>	<b>Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise</b>
2	<b>Rise Up For You, LLC</b>				X				
	No subcontractors								
	<b>Proposer Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.</b>	<b>Local Small Business Enterprise (LSBE)</b>	<b>Small Business Enterprise (SBE)</b>	<b>Minority</b>	<b>Women-Owned</b>	<b>Disadvantaged Business</b>	<b>Disabled Veteran Business Enterprise</b>	<b>Social Enterprise</b>	<b>Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise</b>
3	<b>The University of Kansas - Public Management Center</b>								
	No subcontractors								
	<b>Proposer Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.</b>	<b>Local Small Business Enterprise (LSBE)</b>	<b>Small Business Enterprise (SBE)</b>	<b>Minority</b>	<b>Women-Owned</b>	<b>Disadvantaged Business</b>	<b>Disabled Veteran Business Enterprise</b>	<b>Social Enterprise</b>	<b>Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise</b>
4	<b>SWG Associates</b>								
	No subcontractors								
	<b>Proposer Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.</b>	<b>Local Small Business Enterprise (LSBE)</b>	<b>Small Business Enterprise (SBE)</b>	<b>Minority</b>	<b>Women-Owned</b>	<b>Disadvantaged Business</b>	<b>Disabled Veteran Business Enterprise</b>	<b>Social Enterprise</b>	<b>Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise</b>
5	<b>The University Corporation (California State University, Northridge)</b>								
	No subcontractors								
	<b>Proposer Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.</b>	<b>Local Small Business Enterprise (LSBE)</b>	<b>Small Business Enterprise (SBE)</b>	<b>Minority</b>	<b>Women-Owned</b>	<b>Disadvantaged Business</b>	<b>Disabled Veteran Business Enterprise</b>	<b>Social Enterprise</b>	<b>Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise</b>
6	<b>University of Southern California</b>								
	No subcontractors								

**PROPOSERS' UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION FOR  
LEADERSHIP ACADEMY TRAINING SERVICES PROGRAM**

**NON-SELECTED FIRMS**

	Proposer Name	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise
1	Agile Transformation, Inc. dba AgilityHealth								
	No subcontractors								
	Proposer Name	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise
2	Blanchard Training and Development, Incorporated								
	No subcontractors								
	Proposer Name	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise
3	The Champion Services Group, Inc.								
	No subcontractors								
	Proposer Name	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise
4	Goldvarg Consulting Group, Inc.								
	No subcontractors								
	Proposer Name	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise
5	Orgtune Consulting								
	Elizabeth Soto								
	Alenough Bidrousian								
	Shauna Clark								
	Jeffrey E. Foster								
	Bryce Yokomizo								
	Zari Karimi								
	Roshanak Afsarifard								
	Steven J. Golightly								
	Behnaz Partovi								
	Melanie Fisher								
	Henrik P. Minassian								
	Mahdi Najafabadi								
	David Cain								
	Proposer Name	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business Enterprise
6	Riviera Inc. dba The Enterprise U								
	No subcontractors								

\*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

**PROPOSERS' UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION FOR  
LEADERSHIP ACADEMY TRAINING SERVICES PROGRAM**

<b>FIRM INFORMATION* (Selected Firms)</b>		The University Corporation (CSUN)	Eagle Leadership Group, LLC	Rise Up For You, LLC	SWG Associates	The University of Kansas - Public Management	University of Southern California
<b>BUSINESS STRUCTURE</b>		Nonprofit Corporation	LLC	LLC	Partnership	State Agency	Corporation (California)
<b>CULTURAL/ETHNIC COMPOSITION</b>		<b>NUMBER/% OF OWNERSHIP</b>					
<b>OWNERS/PARTNERS</b>	Black/African American	38 (4%)					177 (9%)
	Hispanic/Latino	263 (32%)					468 (24%)
	Asian or Pacific Islander	148 (18%)					362 (19%)
	Native American	8 (1%)					2 (0.1%)
	Subcontinent Asian						
	White	374 (45%)	1 (100%)	1 (100%)	2 (100%)		918 (48%)
	<b>TOTAL</b>	831	1	1	2	n/a	1,927
	<i>Female (included above)</i>	516 (62%)	0 (0%)	1 (100%)	1 (50%)		1,162 (60%)
<b>COUNTY CERTIFICATION</b>							
CBE							
LSBE							
<b>OTHER CERTIFYING AGENCY</b>			DVBE (LA County)				

\*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

<b>FIRM INFORMATION* (Non-Selected Firms)</b>		Agile Transformation, Inc.	Blanchard Training and Development, Incorporated	The Champion Services Group, Inc.	Goldvarg Consulting Group, Inc.	Orgtune Consulting	Riviera, Inc.
<b>BUSINESS STRUCTURE</b>		Corporation (Nebraska)	Corporation (California)	Corporation (Florida)	Corporation (California)	Sole Proprietorship	Corporation (California)
<b>CULTURAL/ETHNIC COMPOSITION</b>		<b>NUMBER/% OF OWNERSHIP</b>					
<b>OWNERS/PARTNERS</b>	Black/African American	6 (22%)		4 (50%)			
	Hispanic/Latino	1 (4%)		3 (38%)	1 (50%)		
	Asian or Pacific Islander	1 (4%)			1 (50%)		1 (50%)
	Native American						
	Subcontinent Asian						
	White	19 (70%)	5 (100%)	1 (12%)		1 (100%)	1 (50%)
	<b>TOTAL</b>	27	5	8	2	1	2
	<i>Female (included above)</i>	17	3 (60%)	5 (62%)	1 (50%)	1 (100%)	1 (50%)
<b>COUNTY CERTIFICATION</b>							
CBE							
LSBE							
<b>OTHER CERTIFYING AGENCY</b>							

\*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.



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## **+ Solicitation Information**

<b>Solicitation Number:</b>	BRC0000556		
<b>Title:</b>	Leadership Academy Training Services Program		
<b>Department:</b>	Public Works		
<b>Bid Type:</b>	Service	<b>Bid Amount:</b>	\$1,500,000.00
<b>Commodity:</b>	COURSE DEVELOPMENT SERVICES, INSTRUCTIONAL/TRAINING		

**Description:**

PLEASE TAKE NOTICE that Public Works requests Statement of Qualifications (SOQ) for the Leadership Academy Training Services Program (BRC0000556). This program has been designed to have a potential maximum contract term of 5 years, consisting of an initial 1-year term and potential additional four 1-year option renewals. The total annual aggregate program amount of this service is estimated to be \$1.5 million. The County reserves the right to increase or decrease the annual aggregate program amount in the best interest of the County. The Request for Statement of Qualifications (RFSQ) with contract specifications, forms, and instructions for preparing and submitting SOQs may be accessed at <http://pw.lacounty.gov/brcd/servicecontracts> or may be requested from Mr. Benjamin Sandoval at (626) 458-7334 or [bsandoval@pw.lacounty.gov](mailto:bsandoval@pw.lacounty.gov) or Ms. Victoria Cabrera at (626) 300-2652 or [vacabrera@pw.lacounty.gov](mailto:vacabrera@pw.lacounty.gov), Monday through Thursday, 7 a.m. to 5 p.m.

**PROGRAM OVERVIEW****1. PURPOSE AND GOALS**

Launching the Academy: Los Angeles County Public Works is introducing the Leadership Academy to foster greater leadership connectivity and collaboration across the department. This initiative aims to strengthen leadership skills at all levels within Public Works by offering tailored training programs suited to different leadership stages. (Source: Exhibit A. Scope of Work, Introduction, Pages 1-2)

**2. TRAINING FOCUS:**

Initial Phase: We intend to begin with Advanced Leaders (Managers of Managers and Function Managers) during the initial phase. This training will provide essential tools and strategies to lead their teams effectively. Starting with this group allows us to refine the curriculum based on feedback and performance assessments from a smaller, manageable group. (Source: Exhibit A. Scope of Work, Introduction, Pages 1-2)

Expansion: Once the program is optimized, it will expand to include the larger group of Foundational Leaders (Self-Managers and Managers of Others), where the broader impact will be felt due to the higher number of participants. Finally, the program will be introduced to Executive Leaders (Business Managers and Above), focusing on advanced strategies for strategic influence and organizational alignment. (Source: Exhibit A. Scope of Work, Introduction, Pages 1-2)

**3. CURRICULUM STRUCTURE:**

Three Distinct Tracks: The Leadership Academy features a structured curriculum with three tracks:

- o Foundational Leadership: Focused on self-managers and managers of others, emphasizing skill-building and practical application.

- o Advanced Leadership: Targeted at managers of managers and function managers, with a focus on enhancing leadership skills and strategic thinking.

o Executive Leadership: Tailored for business managers and above, delving into advanced leadership topics and organizational strategies.

(Source: Exhibit A. Scope of Work, Overview, Page 3 and Training Modules, Page 7)

#### 4. TRAINING DELIVERY:

Methods: The program is primarily delivered through in-person training sessions, employing a mix of instructional methods, including lectures, assignments, interactive techniques (e.g., role plays, group discussions), and case studies. Online platforms may also be used, pending approval. (Source: Exhibit A. Scope of Work, Work Description, Pages 3-4)

#### 5. ALIGNMENT WITH COMPETENCIES:

Competency Alignment: All components of the training program, including course content and learning objectives, will align with the leadership competencies outlined in the Scope of Work attachments. This ensures that the training is directly relevant to the leadership challenges faced by Public Works. (Source: Exhibit A. Scope of Work, Work Description, Pages 3-4)

The initial deadline to submit SOQs is Tuesday, November 5, 2024, at 5:30 p.m. Please direct your questions to Mr. Sandoval or Ms. Cabrera. See below for all deadlines relating to this solicitation. Be advised, any changes to the due dates listed herein will only be made by Public Works, in writing in the form of an Informational Update or Addendum to the solicitation. Addendums and/or Informational Updates will be made available at the following site: <http://pw.lacounty.gov/brcd/servicecontracts>.

This RFSQ solicitation may take several months to process before the first group of agreements can be approved by the Board of Supervisors and executed by both parties for commencement. Therefore, it is imperative that proposers return all proposal materials no later than Tuesday, November 5, 2024, for a service commencement date of March 4, 2025, as anticipated to be authorized by the Board.

SOQs will be reviewed in the order they are submitted to Public Works. Any SOQs received after the due date will also be reviewed in the order in which they have been submitted. This solicitation will remain open continuously at the discretion of the County.

**ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE IS OPTIONAL BUT RECOMMENDED.** An optional proposers' conference will be held on Wednesday, October 16, 2024, at 10:00 a.m. via Microsoft Teams Meeting Online Events. To participate, the proposers will need to sign-in using the electronic sign-in sheet through the website listed below. Attendees should be prepared to ask questions at that time about the specifications, SOQ requirements, and contract terms. It is the proposers' sole responsibility to do their due diligence to visit and familiarize themselves with the work locations and their requirements before submitting their SOQs. After the Conference, proposers must submit questions in writing and request information for this solicitation by Tuesday, October 22, 2024.



Subject to the right of the Board to make the ultimate decisions concerning the award of contracts, Public Works may award contracts under this program to all qualified proposers whose SOQ meets the minimum mandatory requirements and receives a preliminary score of no less than 75 points in accordance with the evaluation criteria set forth herein. The assignment of work will be in accordance with Exhibit A, Scope of Work, Section J, Assignment of Work.

PLEASE CHECK THE WEBSITE FREQUENTLY FOR ANY CHANGES TO THIS SOLICITATION. ALL NOTICES WILL BE POSTED AT <http://pw.lacounty.gov/brcd/servicecontracts>.

"Do Business with Public Works" Website Registration

All interested proposers for this RFSQ are strongly encouraged to register at <http://pw.lacounty.gov/general/contracts/opportunities>. Only those firms registered for this RFSQ through the website will receive automatic notification when any update to this RFSQ is made. The County does not have an obligation to notify any proposers other than through the Public Works website's automatic notification system.

Minimum Mandatory Requirements:

Proposers are requested to submit SOQs offering leadership academy training services in accordance with Exhibit A (Scope of Work), and in a format specified in Part I, Section 2 (Statement of Qualifications Format and Content Requirements) of this RFSQ. At the time of SOQ submission, proposers must meet all of the minimum mandatory requirements listed in Part I, Section I, and complete Form PW-14 (Minimum Mandatory Requirements), to qualify as eligible to perform the services under this Contract.

Less

Open Day:	10/1/2024	Closed Date:	Continuous
Contact Name:	Simon Lee	Contact Phone:	(626) 458-2509
Contact Email:	SimonLee@dpw.lacounty.gov		
Notice of Intent to Award (0) :	<div><div></div><div>Click here to view notice intent to award list.</div></div>		
Solicitation Award (0) :	<div><div></div><div>Click here to view award list.</div></div>		
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