



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

FESIA A. DAVENPORT
Chief Executive Officer

July 25, 2022

To: Supervisor Holly J. Mitchell, Chair
Supervisor Hilda L. Solis
Supervisor Sheila Kuehl
Supervisor Janice Hahn
Supervisor Kathryn Barger

From: Fesia A. Davenport
Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

REPORT BACK ON MOVING FORWARD ON THE EQUITABLE IMPLEMENTATION OF THE AMERICAN RESCUE PLAN AND THE AMERICAN RESCUE PLAN ACT EXPEDITED CONTRACTING (ITEM NO. 25, AGENDA OF SEPTEMBER 15, 2021, AND ITEM NO. 12, AGENDA OF NOVEMBER 30, 2021)

On September 15, 2021, the Board of Supervisors (Board) adopted a motion directing the Chief Executive Officer (CEO), in collaboration with County Counsel, to provide bimonthly reports on the implementation of the equity formula and principles in the American Rescue Plan (ARP) contracting process and to include updates on the public dashboard and website that ensure implementation information is available to the public. A follow-up motion adopted by the Board on November 30, 2021, directed the CEO to submit quarterly reports on the status of contracts executed for programs approved in the ARP Spending Plan, as well as any subsequent new or amended ARP Spending Plans.

Progress to Date

Attachment I provides an update on the above-noted directives since the last report submitted on April 1, 2022, and includes a summary of progress made on the implementation of the ARP Phase One Spending Plan and efforts to ensure that equity based investments reach the communities most impacted by the COVID-19 pandemic.

The progress report includes:

- An update on the Request for Statement of Qualification (RFSQ) for contracted services using ARP funding;
- An update on ARP contracting outreach efforts;
- An overview of the Equitable Recovery Initiative;
- An overview of the ARP Technical Assistance Consultant Support Team; and
- A status update on ARP projects.

As of July 21, 2022, thirty-three (33) projects are in the design and development phase, one project is being vetted for approval, and forty-nine (49) projects have been approved for launch and implementation, including projects that were fast-tracked to expedite their implementation and funding areas allocated by the Board to support pandemic response services, the disaster services worker program, and centralized administrative expenses related to the response. This equals a total of \$669,920,000 that have been approved for launch. A breakdown of projects by status is included in Attachment II.

In addition to the progress made to move projects to launch, several activities have taken place to expand ARP contracting opportunities including a virtual Proposer's Conference was held on May 11, 2022, where more than 300 individuals registered, and 174 registrants attended. A copy of the PowerPoint slide deck is included in Attachment III.

To increase notification of available funding opportunities to small businesses and community-based organizations, the CEO continues to leverage multiple communication channels to increase the County's reach and the visibility of solicitation opportunities detailed in Attachment I. Through efforts with the Center for Strategic Partnerships and California Community Foundation, the CEO is working to promote equitable access to ARP funding opportunities through the Equitable Recovery Initiative. The Equitable Recovery Initiative will provide capacity building support to organizations led by and that predominately serve communities highly impacted by the COVID-19 pandemic. Finally, to expedite the launch of ARP funded project, Anti-Racism, Diversity, and Inclusion (ARDI) Initiative partnered with the Center for Strategic Partnerships to onboard ten (10) technical assistance (TA) providers through an agreement with Southern California Grantmakers. These TA providers are assisting County departments on the ARP project design development process, utilization of ARP equity tools, and successful completion of an ARP project design in accordance with federal and County requirements. These efforts are further detailed in Attachment I.

Each Supervisor
July 25, 2022
Page 3

Should you have any questions concerning this matter, please contact me or D'Artagnan Scorza, Ph.D., Executive Director of Racial Equity, at (213) 974-1761 or dscorza@ceo.lacounty.gov.

FAD:JMN:JFO
DS:HJN:es

Attachments

c: Executive Office, Board of Supervisors
County Counsel
Internal Services

Report on the Equitable Implementation of the American Rescue Plan and Expedited Contracting

Background

On September 15, 2021, the Board of Supervisors (Board) adopted a motion directing the Chief Executive Officer, in collaboration with County Counsel, to provide bi-monthly reports on the implementation of the equity formula and principles in the American Rescue Plan (ARP) contracting process and to include updates on the public dashboard and website that ensure implementation information is available to the public. A subsequent motion adopted by the Board on November 30, 2021, directed the Chief Executive Office (CEO) to submit quarterly reports on the status of contracts executed for programs approved in the ARP Spending Plan, as well as any subsequent new or amended ARP Spending Plans.

This report details the progress made on the implementation of the ARP Phase One Spending Plan and efforts to ensure that equity-based investments reach the communities most impacted by the COVID-19 pandemic. To date, the CEO has released the Request for Statement of Qualification (RFSQ) for contracted services using ARP funding, continued to conduct ARP contracting outreach efforts, and began collaboration on the Equitable Recovery Initiative to provide equitable access to ARP funding opportunities to highly impacted communities. The report also provides a status update on ARP projects and the Technical Assistance Consultant Support Team onboarded to expedite project design reviews.

Request for Statement of Qualification (RFSQ) for Contracted Services Using ARP Funds

In the November 30, 2021, motion, the Board directed the CEO, in consultation with County Counsel, to streamline the County's contracting process for ARP-funded programs and to modify, as needed, the *American Rescue Plan Act Competitive Procurement and Contracting Process*. This motion also authorized departments to use the American Rescue Plan Act Competitive Procurement Process as recommended in the Chief Executive Office's November 8, 2021, report to the Board. Since the last update provided on April 1, 2022, the Chief Executive Office, in partnership with County Counsel and the Internal Services Department (ISD), released the RFSQ for the ARP Support Services Master Agreement on April 29, 2022, and posted the opportunity on the American Rescue Plan Act and Care First Community Investment: Contracting Opportunities website located at: <https://ceo.lacounty.gov/recovery/contract-opportunities> and the Doing Business with Los Angeles County website located at: <https://doingbusiness.lacounty.gov/masteragree>, under "Chief Executive Office." Vendor applications were due on May 26, 2022; however, the solicitation will remain open and continuous to ensure vendors have the opportunity to qualify as a contractor under the Master Agreement.

A virtual Proposer's Conference (Conference) was held on May 11, 2022. The Conference was offered in multiple languages in addition to English, including Armenian, Mandarin (Chinese), Korean, Spanish, Tagalog, and Thai. The Conference provided background on ARP, an explanation of the streamlined solicitation process and general vendor information on how to receive future solicitation opportunities with all County departments. More than 300 individuals registered, and 174 attended. Of the 174 attendees, 29 percent indicated that they have never contracted with the County. A recording of the session was posted on the American Rescue Plan Act and Care First Community Investment: Contracting Opportunities website. A copy of the PowerPoint slide deck is included as Attachment III.

ARP Contracting Outreach Efforts

To increase notification of available funding opportunities to small businesses and community-based organizations, the CEO has continued to leverage multiple communication channels that broaden the County's reach and increase the visibility of solicitation opportunities. In addition to the Conference on the RFSQ for the ARP Support Services Master Agreement, ARDI developed a social media toolkit with sample tweets, posts, and graphics to promote and guide audiences to the American Rescue Plan Act and Care First Community Investment: Contracting Opportunities website for more information about funding opportunities. The toolkit was translated into six additional languages, including Armenian, Korean, Mandarin, Spanish, Tagalog, and Thai, to expand the communication's reach to limited English proficient communities. ARDI is working with County Communications and the CEO to develop one-page fact sheets on ARP-related contracting and grant opportunities and feature a companion social media toolkit to instruct potential vendors on the steps needed to become eligible, as well as begin the process of responding to a contract solicitation from the County.

Equitable Recovery Initiative

In partnership with the Center for Strategic Partnerships and California Community Foundation, the CEO is collaborating on the Equitable Recovery Initiative to provide equitable access to ARP funding opportunities through capacity building support for organizations led by and that predominately serve communities highly impacted by the COVID-19 pandemic. The initiative will offer a variety of support based on needs identified by the organizations, such as:

- Education to better understand funding opportunities and eligibility;
- Tools to identify what is needed to pursue government grants and submit complete proposals;
- Added capacity to enhance infrastructure, systems, processes, and controls to successfully manage funding; and
- System to track short-term and long-term results related to successful implementation of programs.

Interventions will be provided at different levels of intensity based on the identified need, ranging from group seminars on managing government funds and small group coaching, to customized project implementation support. Sessions took place during the end of May 2022 to orient interested organizations on upcoming ARP contracting opportunities and available resources to help organizations understand what is required, tools to assess organizational capacity to pursue these contracts, and supports for those who decide to apply for funds.

ARP Technical Assistance Consultant Support Team

The Anti-Racism, Diversity, and Inclusion (ARDI) Initiative partnered with the Center for Strategic Public-Private Partnerships, through an agreement with Southern California Grantmakers, to onboard ten (10) consultants to support the launch of equitable health and economic recovery projects funded by ARP through the provision of technical assistance to County departments in project planning and equitable project design. They are responsible for providing technical assistance to County departments on the ARP project design development process, utilization of ARP equity tools, and successful completion of an ARP project design in accordance with federal and County requirements. They also track the development and completion of departmental ARP-funded project designs. Under the direction of ARDI, the support team will continue to work with the departments to expedite the review, approval, and launch of projects to ensure the implementation of direct services and resources are available to help families, organizations, and businesses recover from the impact of COVID-19 on communities.

ARP Project Status Update

To ensure the equitable implementation and allocation of ARP funding, ARDI and the Consultant Support Team are working closely with departments to expedite project design review and assist project managers with: complying with Treasury data and reporting requirements; identifying and applying Countywide Equity Guiding Principle(s) and American Rescue Plan Act Budget Equity Principle(s); developing project goals, objectives, activities, target populations, and outcomes that consider equity; and using the Equity Explorer Mapping Tool, as well as apply the Board's approved funding formula.

As of July 21, 2022, thirty-three (33) projects are in the design and development phase, one project is being vetted for approval, and forty-nine (49) projects have been approved for launch and implementation, including projects that were fast-tracked to expedite their implementation and funding areas allocated by the Board to support pandemic response services, the disaster services worker program, and centralized administrative expenses related to the response. This equals a total of \$669,920,000 that have been approved for launch. A breakdown of projects by status is included in Attachment II.

Of the forty-nine (49) approved projects, twenty-one (21) have launched as of June 28, 2022. An additional twenty-seven (27) projects are expected to launch by the end of July 2022. The remaining projects, both approved and pending approval, are

expected to launch by fall. Funding amounts encumbered and/or expended across these projects currently vary depending on their level of implementation. As of June 8, 2022, 21 percent of funds for approved projects was encumbered with more than 7 percent of approved projects expended.

Figure 1 shows the percent of funds encumbered for projects approved to launch by spending pillar, ranging from 3 percent to 10 percent. A total of 79 percent of approved project funds were unencumbered.

Figure 1:

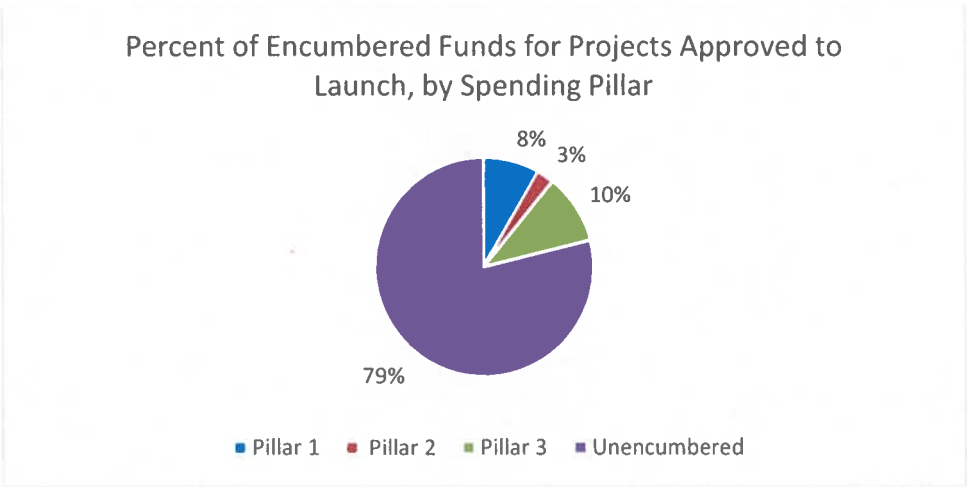
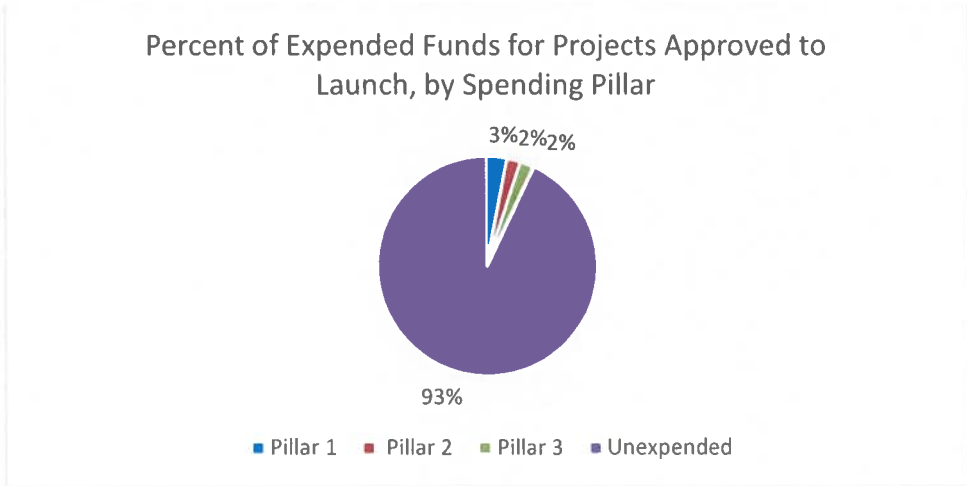


Figure 2 shows the percent of funds expended for projects approved to launch by spending pillar, ranging from 2 percent to 3 percent. A total of 93 percent of approved project funds were unexpended.

Figure 2:



As more projects are approved to launch and move toward implementation, spending is expected to accelerate during the summer months, and CEO will continue to track and provide the Board with timely updates on ARP project expenditures; however, it is also important to note that tracked expenditures are not fully reflective of expenses occurred to date due to several factors. These include, but are not limited to:

- The solicitation, selection, and onboarding processes of contractors and/or third-party administrators, which do not incur direct expenditures;
- Retroactive payment for deliverables, which postpones invoicing until activities are complete;
- Invoicing practices, which allow contractors at least 30 days upon completion of deliverables to submit an invoice for payment; and
- Data reporting. Departments report monthly on ARP expenditures.

Conclusion

The CEO will continue to update the Board through these status updates and bi-weekly presentations during the Board meetings. The goal is to maintain this level of transparency to inform the Board offices, potential vendors, and community members of progress made in expending ARP funds and the availability of contracting opportunities to support Los Angeles County's equitable recovery from the COVID-19 pandemic.

AMERICAN RESCUE PLAN PHASE ONE SPENDING PLAN		
PROJECTS BY STATUS		
<i>Last updated July 21, 2022</i>		
	Program	Project Amount
APPROVED FOR LAUNCH/ IMPLEMENTATION*	Advanced Provider Response Units (ARPU)	\$8,100,000
	Alternative Crisis Response	\$18,500,000
	Antipoverty-Guaranteed Basic Income	\$16,300,000
	Arts Relief and Recovery Grants	\$12,000,000
	Building a Better Connection for Older Adults	\$700,000
	Cap Projects-Conversion of Interim Housing Units to Perm Housing	\$113,200,000
	Cap Projects-Project Homekey 2.0	\$115,000,000
	Capacity Building for Immigrant-Focused CBOs	\$3,500,000
	Childcare Providers Grants and Incubator Program	\$20,000,000
	Community-Based Outreach (DMH/DPH Bucket)	\$7,500,000
	Community Food Resource Grants (BOS)	\$8,000,000
	Delete the Divide	\$2,900,000
	DV Shelter-Based Program	\$8,000,000
	Elder Nutrition Program+	\$17,300,000
	Food Distribution Program	\$1,500,000
	Grocery Voucher	\$10,000,000
	High Road Training Partnerships	\$9,000,000
	Home Visiting	\$9,200,000
	Homelessness Prevention	\$13,750,000
	Increase Capacity to Address Pandemic-Related Hate	\$1,000,000
	Intensive Case Management Services and Tenancy Support Services for Federal Voucher Holders	\$16,700,000
	Interim Housing Operating Costs for Community-Based Sites	\$6,000,000
	Interim Housing Operating Costs for Safe Landing Site	\$4,250,000
	Job Programs for Reentry Populations-Careers for a Cause	\$2,600,000
Job Programs for Reentry Populations-SECTOR	\$1,000,000	

	Program	Project Amount
APPROVED FOR LAUNCH/IMPLEMENTATION* (cont)	LA Community Impact Hubs	\$2,000,000
	LA Regional COVID Fund: Nonprofit Grants	\$15,000,000
	LA Regional COVID Fund: Small and Microbusiness Grants	\$20,000,000
	Laptop and Hotspots Lending and WorkReady Programs	\$3,400,000
	Legal Aid for Small Business Owners	\$1,500,000
	Legal Representation for Immigrants at Risk of Removal	\$2,000,000
	Market Match	\$2,000,000
	Nurse Family Partnership	\$2,700,000
	ODR Interim Housing Beds	\$5,000,000
	Pandemic Recovery Rapid Reemployment	\$20,000,000
	Park and Connect Program	\$1,500,000
	PEH Sanitation	\$2,500,000
	Public Wi-Fi at County Parks	\$1,500,000
	Recreation and Aquatics at County Parks	\$8,800,000
	Rental Subsidies for Perm Supportive Housing	\$30,000,000
	Safer at Work	\$500,000
	Small Business Rent Relief	\$7,500,000
	Tenant Protections Hotline and Small Claims Advisor Program	\$500,000
	TPA-Trauma Prevention Partnerships	\$20,000,000
	Volunteer Income Tax Assistance (VITA) for PEH	\$2,300,000
Youth@Work	\$6,000,000	
DSWs and related costs	\$65,000,000	
Administrative Costs	\$4,220,000	
Public Health Emergency	\$20,000,000	
SUBTOTAL:		\$669,920,000
UNDER ARDI/COUNTY COUNSEL APPROVAL REVIEW		
	Food Assistance Awareness Campaign	\$500,000
SUBTOTAL:		\$500,000

	Program	Project Amount
IN-DESIGN AND DEVELOPMENT		
Projects in Design/Development	Arts Education Program for Vulnerable LA County Schools	\$750,000
	Arts for Justice-Involved Youth	\$1,500,000
	ATI-Mapping Resources for Justice-Involved Populations	\$1,500,000
	Cap Projects-Perm Supportive Housing through New Modular and Prefab Construction	\$100,000,000
	Capital Projects	\$50,000,000
	CIO-Bed Availability Navigator System	\$1,500,000
	Community-Based Outreach (DMH/DPH Bucket)	\$7,500,000
	Countywide Comms: JIC	\$1,100,000
	Creative Career Pathways for Youth	\$1,600,000
	Creative Works Jobs for Artists	\$5,000,000
	DV Experts for DCFS Hotline	\$300,000
	Early Literacy and Education	\$1,430,000
	Economic Mobility Initiative	\$15,000,000
	Fair Chance Campaign	\$2,000,000
	Financial Coaching Partnership	\$1,200,000
	Food for PEH	\$4,800,000
	Healthy Food Kickstarter Program	\$5,000,000
	HI-Safe Parking	\$1,100,000
	Jail Closure-System of Care Expansion	\$10,500,000
	Job Programs for Reentry Populations-Fire Camp Expansion	\$5,000,000
	Keep LA Dining	\$10,000,000
	LA County Mortgage Relief Partnership	\$5,000,000
	Landlord-Tenant Mediations	\$1,000,000
New Private Sector Affordable Housing Developments	\$40,000,000	

	Program	Project Amount
Projects in Design/Development (cont)	Reopening Culture, Tourism, and Marketing Initiative	\$1,900,000
	Shop Local Campaigns	\$1,000,000
	Small Dollar Grants & Loans for DV Survivors	\$1,400,000
	Stay Housed LA County	\$12,000,000
	Street Vending Collaborative	\$3,500,000
	TPA - Capacity Building Grants for Justice Focused CBOs	\$5,000,000
	TPA - Grants to CBOs Financial Wellbeing and Wealth Building	\$3,500,000
	TPA - Youth Workforce Development Partnership	\$2,500,000
	Wraparound Services for Critical Employment Initiatives	\$1,000,000
	SUBTOTAL:	\$ 304,580,000
TOTAL PHASE ONE SPENDING PLAN AMOUNT:		\$975,000,000

American Rescue Plan

PROPOSER'S CONFERENCE REQUEST FOR STATEMENT OF QUALIFICATIONS

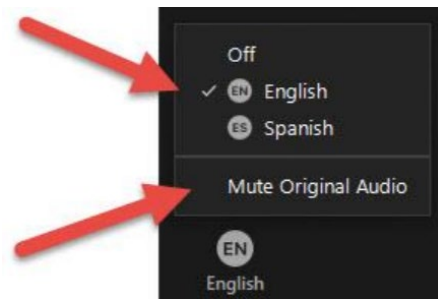
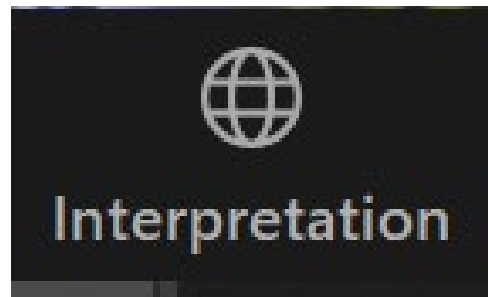


May 11, 2022

LANGUAGE INTERPRETATION

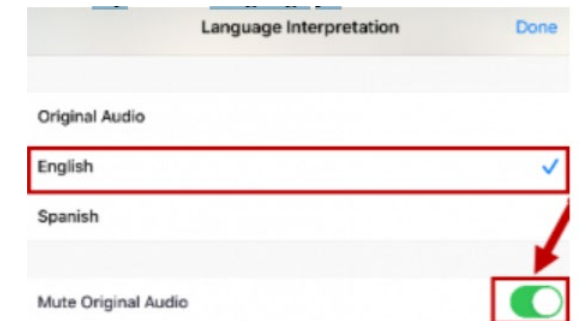
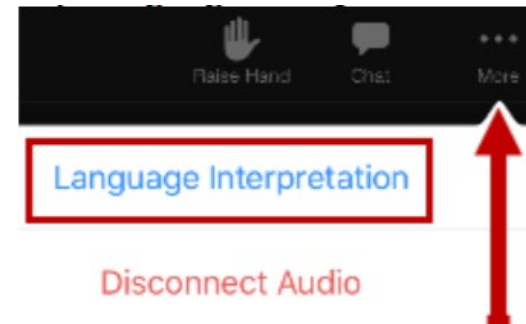
If joining by computer, please click on the globe (interpretation) icon and select your language of choice:

Armenian, English, Korean, Mandarin, Spanish, Tagalog, and Thai



If joining by cell phone, tap the "... " More button and select Language Interpretation. Then tap on the language of choice:

Armenian, English, Korean, Mandarin, Spanish, Tagalog, and Thai





Land Acknowledgement

AGENDA

- American Rescue Plan Background and Purpose
- ARP Service Categories
- RFSQ Overview
- Proposer's Minimum Requirements
- Application Requirements
- Sample Agreement
- Application Review
- Other ARP Opportunities

CONFERENCE INSTRUCTIONS

- Question will be addressed at the end of each section
- Questions can also be submitted in the chat feature or by email
- If you find yourself unable to hear at any point, please send a message through chat

- **This Conference is being recorded to ensure that we obtain all questions.**



D'Artagnan Scorza, Ph.D.
Executive Director, Racial Equity

County of Los Angeles Chief Executive Office

Anti-Racism, Diversity, and
Inclusion (ARDI) Initiative



American Rescue Plan: Coronavirus State and Local Fiscal Recovery Funds (SLFRF)

The ARP Act of 2021 created the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program to deliver much needed aid. The key objectives for SLFRF are to:

Support urgent COVID-19 response efforts to decrease spread of virus and bring pandemic under control

Replace lost revenue for eligible recipients to strengthen support for vital public services and help retain jobs

Support an equitable recovery through immediate economic stabilization for households and businesses

Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic

American Rescue Plan: Federal Guidance

The Compliance and Reporting Guidance addressed priority areas to ensure a speedy and equitable recovery in your programming to ensure that they are:



Equity Focused



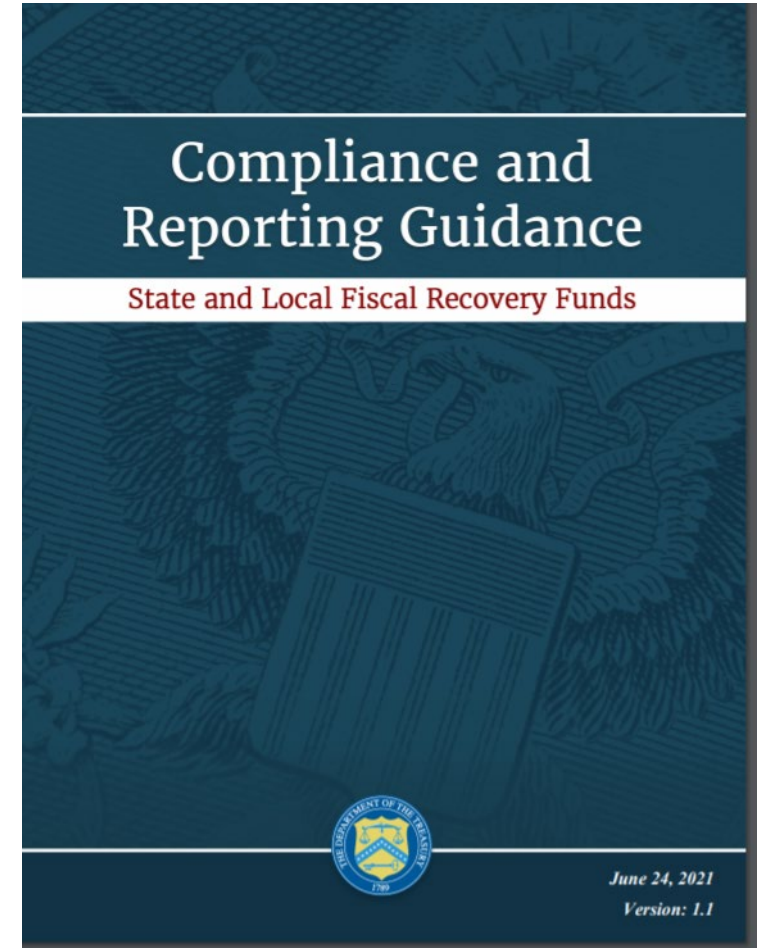
Community Empowering



Worker-centered



Results and evidence focused



Recovering Better Than Before: Ensuring Equitable Implementation of the American Rescue Plan

The Board asked for a Report that includes:

On July 13, 2021, the Board of Supervisors (Board) adopted a motion to **strategically use ARPA funds to the maximum benefit of the communities suffering disproportionate health and economic impacts from the COVID-19 pandemic.**

The motion highlights the imperative opportunity to transform the lives of millions of County residents by centering equity, harm reduction, and providing proportional resources to address the needs of our residents and communities.



1. Equity principles



2. A proposed formula that all departments must apply to ARPA funding requests



3. A public-facing website with a dashboard that reports on the County's ARPA expenditures and outcomes by program and department



4. A public-facing dashboard identifying ARPA contracting opportunities



5. An implementation plan to accurately capture data for non-geographically concentrated communities disproportionately impacted by COVID-19

Phase One Spending Plan

As part of ARP, Los Angeles County ("County") has received approximately \$1.9 billion. During the first spending tranche, \$975 million have been allocated across three strategic pillars:

(1) \$567.9 million for equity-based investments to position the County to recover better than before the pandemic

(2) \$239.7 million to support an equitable and inclusive recovery

(3) \$167.4 million to preserve the County's fiscal stability and shore up safety net programs.

The County anticipates allocating additional funding in mid-2022.

PURPOSE

The County's Chief Executive Office is seeking qualified companies/organizations to enter into an Agreement with the County to provide American Rescue Plan Support Services (ARP).

Through this RFSQ, County Departments will competitively solicit and award work orders to select contractors to provide the ARP Support Services. This RFSQ will expedite efforts to provide economic recovery and resilience to the communities most impacted by the COVID-19 pandemic.

ARP SERVICE CATEGORIES

(ATTACHMENT I OF RFSQ)

Marketing and/or Branding Services

Technical Assistance Services

Third-Party Administrator (TPA) Services

Training Support Services

As-Needed Language Assistance Services

Evaluation Categories and Related Services

ADDITIONAL SERVICE CATEGORIES

(OTHER MASTER AGREEMENTS)

Community Engagement

(Public Health)

- Contracts-Grants@ph.lacounty.gov

Information Technology and Systems

(Internal Service Department)

- ESMA.Contracts@isd.lacounty.gov

QUESTIONS





County of Los Angeles Chief Executive Office Contract Division

Luci Gutierrez
Principal Analyst





RFSQ Overview

Luci Gutierrez
CEO, Contracts Division

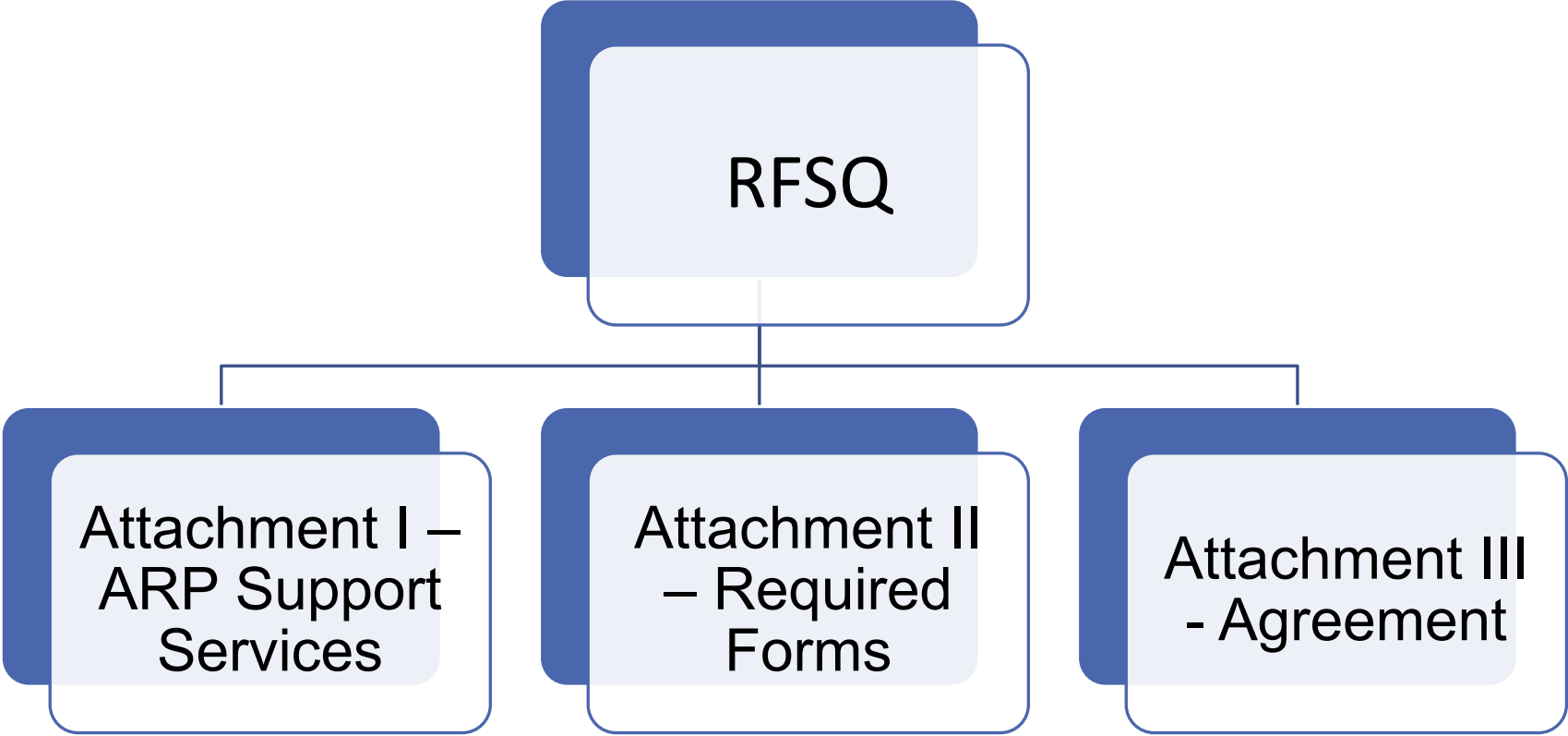
STREAMLINED RFSQ

- Motion authorized CEO to streamline the contracting process to expedite services to stimulate economic recovery
- Standard County solicitation was streamlined for ARP funded contracts while in compliance with federal regulations
- Goal to facilitate the contracting process for small organizations or organizations seeking to contract with the County

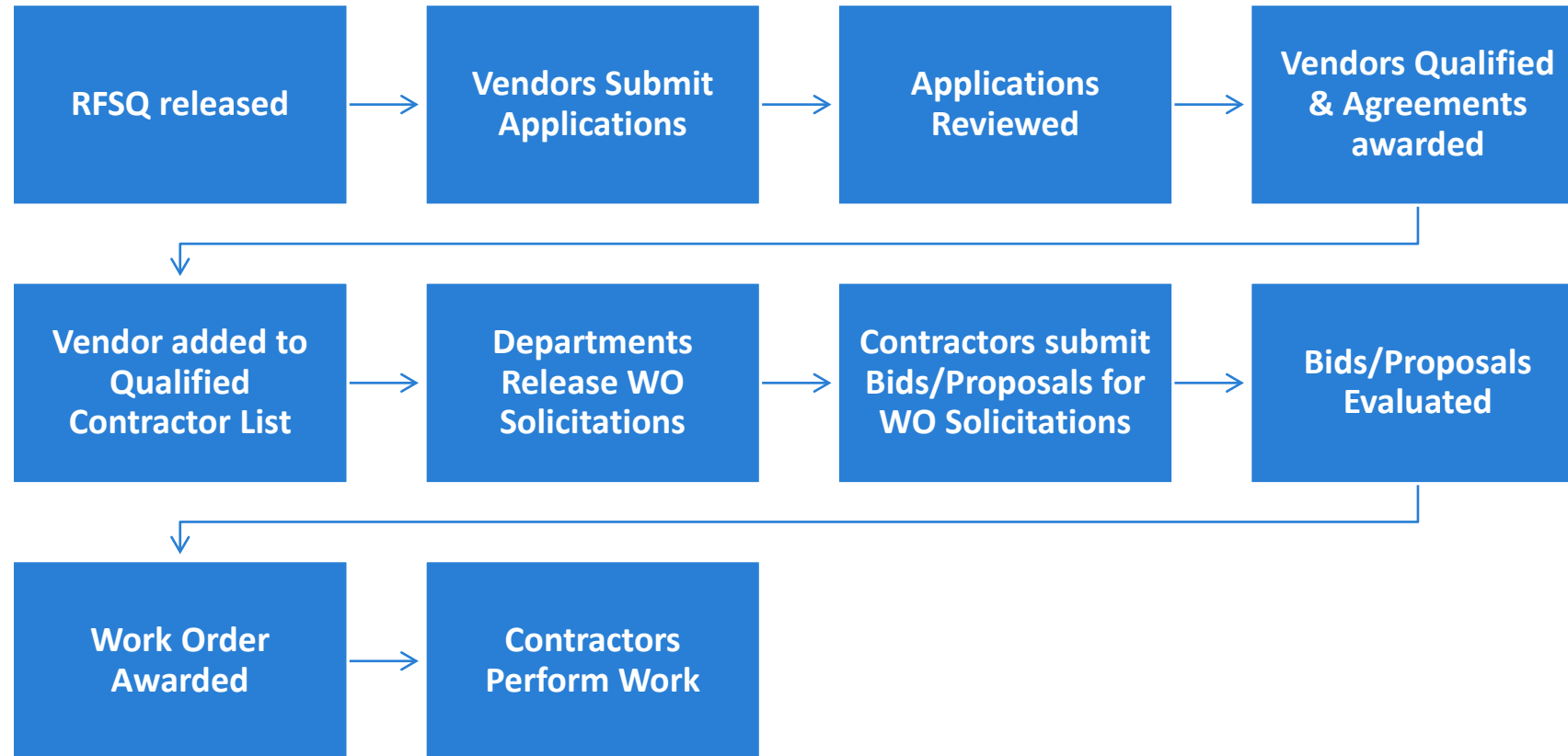
COUNTY CONTRACTING TERMS

- Request for Statement of Qualifications (RFSQ) - the solicitation to award Agreements
- Agreement – Resultant contract under this RFSQ
- Application – Vendor response to the requirements in the will be soliciting the future work.
- Work Order Solicitation – Process when soliciting work under the Agreement

ELEMENTS OF THE RFSQ



SOLICITATION & AWARD PROCESS



PROPOSER'S MINIMUM QUALIFICATIONS

(Section 1.4)

Proposers must meet any one of the minimum qualifications in section 1.4.1

1. Proposer must have a current agreement in good standing with a County department, providing the same services described in Attachment I, ARP Support Services; or
2. Proposer must have three (3) years of experience in the last five (5) years providing any of the same services described in Attachment I, ARP Support Services, in each category they are applying; or
3. Proposer's principal, partner or officer must have three (3) years of experience in the last five (5) years providing any of the same services described in Attachment I, ARP Support Services.

PROPOSER'S MINIMUM QUALIFICATIONS

(Section 1.4 Con't)

If Proposer's compliance with a County contract has been reviewed by the Auditor-Controller within the last ten years, Proposer must not have unresolved/questioned costs identified by the A-C, over \$100,000.00, that are confirmed to be disallowed costs by the 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.

Proposer must not currently be on any federal, State or local debarment list.

AGREEMENT TERM

(Section 1.5)

The Agreement will become effective upon execution and will expire on December 31, 2026

NOTICE TO PROPOSERS

(Section 3.0)

Mandatory Requirement to Register on County's WebVen

- Registration can be accomplished online via the Internet by accessing the County's home page at:
<http://camisvr.co.la.ca.us/webven/>
- Select as many commodity codes as possible for greater opportunities
- For further assistance, Proposers may contact the Internal Services Department, Vendor Relations at (323) 267-2725, or by email at:
ISDVendorRelations@isd.lacounty.gov.

NOTICE TO PROPOSERS

- Conflict of Interest (Section 3.3)
- Debarment (Section 3.4)
- Social Enterprise Preference Program (Section 3.5)
- Disabled Veterans Preference Program (Section 3.6)

COUNTY'S PREFERENCE PROGRAMS

- County may grant a 15% preference to businesses certified as: Disabled Veteran Business Enterprise (DVBE), or Social Enterprise (SE) at the Work Order stage.
- To apply for certification, contact the Department of Consumer and Business Affairs at <http://dcba.lacounty.gov>



RFSQ TIMETABLE

EVENT	DATE/TIME
Release of RFSQ	April 29, 2022 <input checked="" type="checkbox"/>
Virtual Proposers' Conference	May 11, 2022 <input checked="" type="checkbox"/>
Written Questions Due CEO-ARPcontracts@ceo.lacounty.gov	May 16, 2022
Questions and Answers Released (subject to change at County's sole discretion)	May 19, 2022
Application Due	May 26, 2022 By 12:00 PM (Pacific Time) Thereafter applications will be accepted continuously through the contract term

CONTACT WITH COUNTY PERSONNEL

All questions regarding this RFSQ must be in writing and must be e-mailed to

CEO-ARPcontracts@ceo.lacounty.gov

QUESTIONS



Section A	Section B	Section C
Required Forms	Proposer's Background and Experience	Acceptance of Terms and Conditions of the Agreement

**APPLICATION
REQUIREMENTS**

Exhibit 1 - PROPOSER'S ORGANIZATION QUESTIONNAIRE/AFFIDAVIT

- General information about company or organization
- Authorizing representatives

PROPOSER'S ORGANIZATION QUESTIONNAIRE/AFFIDAVIT

PROPOSER NAME:		COUNTY WEBVEN NUMBER:	
ADDRESS:			
TELEPHONE NUMBER:		E-MAIL:	
INTERNAL REVENUE SERVICE EMPLOYER IDENTIFICATION NUMBER:		CALIFORNIA BUSINESS LICENSE NUMBER:	

1	<p>Select the options that best define your firm's business structure:</p> <p><input type="checkbox"/> Corporation</p> <p><input type="checkbox"/> Limited Liability Company (LLC)</p> <p><input type="checkbox"/> Limited Partnership</p> <p><input type="checkbox"/> Sole Proprietorship</p> <p><input type="checkbox"/> Non-Profit</p> <p><input type="checkbox"/> Franchise</p> <p><input type="checkbox"/> Other (Specify)</p>	<p>If Corporation or Limited Liability Company (LLC): Legal Name (as stated in Articles of Incorporation): _____</p> <p>State if Incorporation: _____</p> <p>Year of Incorporation: _____</p> <p>If Limited Partnership or a Sole Proprietorship: Name of proprietor or managing partner: _____</p> <p>If other: Specify business structure name: _____</p>
2	<p>Is your firm doing business under one or more DBA's?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Name: _____</p> <p>Country of Registration: _____</p> <p>Year became DBA: _____</p>
3	<p>Is your firm wholly/majority owned by, or a subsidiary of another firm?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If yes, indicate name of Parent Firm and State of Incorporation.</p> <p>Name of Parent Firm: _____</p> <p>State of Incorporation or registration of parent firm: _____</p>
4	<p>Has your firm done business as other names within last five (5) years?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If yes, indicate any other names and the year of name change.</p> <p>Name(s): _____ Year(s) of Name Change: _____</p>

Exhibit 2 – MINIMUM REQUIREMENTS FOR CATEGORIES

REQUIRED FORMS - EXHIBIT 2

MINIMUM REQUIREMENTS FOR CATEGORIES

Proposer acknowledges and certifies that it meets the Minimum Requirements indicated below and as stated in Paragraph 1.4, of this Request for Statement of Qualifications (RFSQ).

Yes No Proposer is currently on federal, State, or local debarment list.

Check all the categories the Proposer proposes to be considered for:

Category Name	Minimum Requirements (M/R) for all Categories							
	1.4.1.1- Proposer must have a current agreement in good standing (at the sole discretion of the County) with a County department, providing the same services described in Attachment I, ARP Support Services; or		1.4.1.2 - Proposer must have three (3) years of experience in the last five (5) years providing any of the same Services described in Attachment I, ARP Support Services, in each category they are applying; or		1.4.1.3 - Proposer's principal, partner or officer must have three (3) years of experience in the last five (5) years providing any of the same services described in Attachment I, ARP Support Services.		1.4.2 If Proposer's compliance with a County contract has been reviewed by the Department of the Auditor-Controller within the last 10 years, Proposer must not have unresolved questioned costs identified by the Auditor-Controller, in an amount over \$100,000.00, 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.	
	Yes	No	Yes	No	Yes	No	Yes	No
Category 1: Marketing and/or Branding Services								
Category 2: Technical Assistance Services								
Category 3: Third-Party Administrator (TPA) Services								
Category 4: Training Support Services								
Category 5: As-Needed Language Assistance Services								
Category 6: Evaluation Categories and Related Services								

- Acknowledgment of compliance with MR's
- Select all categories in which vendor is interested and qualified

Exhibit 3 – PROPOSER’S LIST OF REFERENCES

- Provide four references
- County will contact references to validate years of experience and description of same services
- **Helpful hint: Verify information for reference & provide a courtesy notification to contact peron**

REQUIRED FORMS - EXHIBIT 3 PROPOSER'S LIST OF REFERENCES

Proposer's Name: _____

Provide a comprehensive reference list for the same scope of services that were provided by the Proposer. The contact person must be able to answer contractual questions about the services Proposer provides. It is the Proposer's responsibility to ensure accuracy of the information provided below.

REFERENCE FOR:	PRINCIPAL <input type="checkbox"/>	PARTNER <input type="checkbox"/>	OFFICER <input type="checkbox"/>
PRINCIPAL/PARTNER/ OFFICER NAME:	_____		
SERVICE TYPE:	_____		
NO. OF YEARS PERF.SERVICES:	_____		
FIRM NAME:	_____		
ADDRESS:	_____		
CONTACT:	_____		
TELEPHONE:	_____		
E-MAIL:	_____		

REFERENCE FOR:	PRINCIPAL <input type="checkbox"/>	PARTNER <input type="checkbox"/>	OFFICER <input type="checkbox"/>
PRINCIPAL/PARTNER/ OFFICER NAME:	_____		
SERVICE TYPE:	_____		
NO. OF YEARS PERF.SERVICES:	_____		
FIRM NAME:	_____		
ADDRESS:	_____		
CONTACT:	_____		
TELEPHONE:	_____		
E-MAIL:	_____		

REFERENCE FOR:	PRINCIPAL <input type="checkbox"/>	PARTNER <input type="checkbox"/>	OFFICER <input type="checkbox"/>
PRINCIPAL/PARTNER/ OFFICER NAME:	_____		
SERVICE TYPE:	_____		
NO. OF YEARS PERF.SERVICES:	_____		
FIRM NAME:	_____		
ADDRESS:	_____		
CONTACT:	_____		
TELEPHONE:	_____		
E-MAIL:	_____		

REFERENCE FOR:	PRINCIPAL <input type="checkbox"/>	PARTNER <input type="checkbox"/>	OFFICER <input type="checkbox"/>
PRINCIPAL/PARTNER/ OFFICER NAME:	_____		
SERVICE TYPE:	_____		
NO. OF YEARS PERF.SERVICES:	_____		
FIRM NAME:	_____		
ADDRESS:	_____		
CONTACT:	_____		
TELEPHONE:	_____		
E-MAIL:	_____		

Exhibit 4 – PROPOSER’S TERMINATED CONTRACTS & LITIGATION

- Acknowledgement of debarment status
- List of Terminated Contracts

REQUIRED FORMS - EXHIBIT 4
PROPOSER’S TERMINATED CONTRACTS AND PENDING LITIGATION HISTORY

Proposer’s Name: _____

1. DEBARMENT STATUS	YES	NO
Proposer is currently debarred by a public entity.		
If yes, please provide the name of the public entity: _____		
2. LIST OF TERMINATED CONTRACTS	YES	NO
Proposer has contracts that have been terminated in the past three (3) years.		

If yes, please list all contracts that have been terminated prior to expiration within the last three (3) years.

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SAMPLE AGREEMENT

(ATTACHMENT III OF RFSQ)



Sample Contract

Standard County Provisions (Non-negotiable)

Exhibit A – American Rescue Plan Act Requirements

Exhibit B – Insurance Requirements

APPLICATION SUBMISSION



Proposers shall submit a completed Application electronically (PDF file) to the following email address:

CEO-ARPcontracts@ceo.lacounty.gov

APPLICATION REVIEW

County's review of application will result in the follow notifications:

1. Incomplete application submittal
2. Disqualified application
 - Failure to meet Minimum Requirements
 - Review of databases, terminated contracts, pending litigation
3. Approval of application and subsequent Agreement award

OTHER ARP OPPORTUNITIES

CEO

Chief Executive Office
COUNTY OF LOS ANGELES

[QUICK INFO](#) [OUR DIVISIONS](#) [PRIORITIES & INITIATIVES](#) [COUNTY BUDGET](#) [AGENDAS](#) [AMERICAN RESCUE PLAN](#)

[HOME](#)

[THE AMERICAN RESCUE PLAN ACT](#)

[EXPLORE THE DATA](#)

[REPORTS](#)

[CONTRACTING OPPORTUNITIES](#)

[GRANT OPPORTUNITIES](#)

[GET HELP](#)



American Rescue Plan Act and Care First Community Investment: **Contracting Opportunities**

Current Contract Opportunities and Solicitations

Solicitations are added to the website regularly. Please sign up for updates below and check back frequently. If you have any questions regarding specific contract opportunities please click through for contact information.

OTHER ARP OPPORTUNITIES

Interest Form for Potential Vendors

Sign up to receive updates about solicitations and contract opportunities for upcoming County contracts involving ARPA or CFCI:

Subscription Type

Email

• Email Address

SUBMIT

Go to <https://ceo.lacounty.gov/recovery/contract-opportunities/> to sign up!

QUESTIONS





**THANK
YOU**

