

REQUEST FOR INFORMATION **EDUCATION CONSULTATION AND SUPPORT**

The County of Los Angeles Department of Children and Family Services (DCFS) is researching the market for firms, organizations, or government agencies with experience providing advocacy and support services to students K-12 who are at academic risk. DCFS serves tens of thousands of clients in Los Angeles County through more than 20 regional and satellite offices. There are over 2000 active schools in the County, many of which grapple with the academic and educational issues facing foster youth today. With case-by-case consultation, the department and the families it serves will be better prepared to work with schools and school districts to improve the academic outcomes of foster youth.

DCFS is the public agency charged with the responsibility of ensuring child safety in the County of Los Angeles. In some instances, children are placed in foster homes, which can lead to separation anxieties and other difficulties that negatively impact a child's ability to achieve the usual academic goals. Placing a child in out-of-home care, frequently with multiple foster home changes, often creates a disruption in a youth's academic progress and social development. DCFS intends to review responses from firms to determine if consultation, assistance, and training services (for DCFS Children's Social Workers and Foster Caregivers) are available and appropriate for resolving a variety of common and unexpected omissions and school issues, to ensure that foster youth receive appropriate education and services in the least restrictive education environment. Omissions/Issues include, but are not limited to, the following:

- Lack of due process when suspensions, expulsions, alterations in educational environment, and, as appropriate, the right to remain in his/her school of origin, or similar determinations are made;
- Lack of partial credits for coursework successfully completed and accurately credited towards graduation requirements;
- Failure to locate, retrieve, and reconcile past school records from previous and out-of-district schools, youth camps, and juvenile halls as well as any special education assessments and/or Individualized Education Programs;
- Non-compliance with AB 490 in regards to immediate enrollment, right to remain in the school of origin, timely transfer of records and access to the same extracurricular activities and interscholastic sports that are available to all students.

Any firm, including start-up firms, organization, or government agency in the business of providing K-12 education advocacy and support services that can provide staff that possess the following qualifications are encouraged to respond:

- Bachelor's degree from an accredited college/university; and
- A Pupil Personnel Service Credential in School Psychology or School Counseling or an Administrative Services Credential or any California teaching credential with a preference being in special education with at least three (3) years experience; or
- A Master's Degree in the field of Education with at least five (5) years experience as an administrator, psychologist or counselor in programs for children and five (5) years experience in providing education support for children.

In your response, briefly indicate whether your firm may be interested in providing these or similar services to the County. Be clear as to the services your firm offers. Briefly describe your firm's proposed staffing plan and indicate if staff will be employees of your firm or contracted, and if staff will be available on a rotational basis or dedicated to the project, or if staff will be arranged in any combination thereof.

It is important that respondents include a **cost estimate** to provide up to 20 staff with the education and experience specified above for one year. Please include all estimated costs, such as management, supervision, administration, support staff, equipment, supplies, liability insurance, employee taxes and benefits, all other operating costs, etc.

Please respond to this RFI by submitting a letter of interest **on or before 5:00 p.m., Wednesday, October 2, 2013.** Letters of interest must be submitted to:

**The County of Los Angeles
Department of Children and Family Services
Education and Clinical Services Division
201 Centre Plaza Drive, Monterey Park, CA, 91754
Attention: Patty Armani**

Letters of interest shall be limited to no more than 6 single-sided pages. Submission of supporting documentation is encouraged and may be attached to your letter of interest. Timely respondents who provide an address, at which they may be reached, will be placed on a list of interested firms, organizations, and government agencies. Such respondents will be notified of the County's intent to issue a formally advertised solicitation and where to obtain that information.

This RFI is issued solely to gather information for planning purposes and shall not in any way obligate the County of Los Angeles to issue a solicitation, negotiate a contract, hire additional employees or in any way obtain the specified services from any firm. If enough interest is generated, DCFS may consider releasing a formally advertised solicitation. Respondents are admonish that all information received in response to this RFI shall become the exclusive property of the County of Los Angeles, shall become a matter of public record, and shall be disclosed to the extent required by law, including, but not limited to, the California Public Records Act (California Government Code Section 6250, et seq.). Respondents are advised to clearly, unambiguously and specifically identify all aspects of their response to this RFI, which are secret, confidential or proprietary by labeling such confidential material with the appropriate label: "trade secret," "confidential," "proprietary," etc. The County shall not in any way be liable or responsible for the disclosure of any such records or any portion thereof if: 1) any response is not clearly, unambiguously and specifically identified in the aforementioned manner; or 2) if the disclosure is required by law whether or not the documents are clearly marked.

Please direct any questions to Ms. Patty Armani at: armanp@dcfs.lacounty.gov.