



Request for Qualifications(RFQ)

This is a Request for Qualifications (RFQ) to select a vendor to provide oversight and implementation of the IMPACT (Improve and Maximize Programs So That All Children Thrive) initiative. The successful applicant will be expected to:

- Engage participants in continuous quality improvement activities;
- Provide assistance to the Commission and the Early Learning Consortium with the development and implementation of the evaluation of the IMPACT Initiative;
- Make oral presentations to Commission, the Early Learning Consortium, and others as assigned to promote and engage stakeholders;
- Support participants with program application, enrollment, a self-assessment and their System Improvement Plan and;
- Schedule and leverage local and regional trainings

The RFQ will allow for an open, fair and competitive selection process. The First 5 Plumas Executive Director will review the responses and make a recommendation to the Commission to develop a service agreement in the amount not to exceed **\$60,000** with the successful applicant.

The Vendor that is selected will be expected to:

- Enter into a Service Agreement Contract with the First 5 Plumas County Children and Families Commission and have the required \$1 million in Errors and Omissions liability insurance

APPLICATION and STATEMENT OF QUALIFICATIONS PROCESS

For consideration, all interested parties should submit a written Statement of Qualifications to: First 5 Plumas Executive Director Ellen Vieira 270 Hospital Road, Suite 206 Quincy, CA 95971. Statements via email first5plumasev@psln.com are also permitted. The statement should describe the applicant's professional qualifications and experience in the following areas:

1. Knowledge of CA-QRIS Rating Matrix;
2. Communication skills: oral and written, clear reports for both public and professional audiences;
3. Knowledge of CLASS Assessment;

4. Demonstrated experience working with and/or for early childhood development and education programs;
5. Research-based knowledge of child development and programs for young children to promote child development and school readiness;
6. Knowledge of the Strengthening Families Framework;
7. Knowledge of First 5 Plumas' mission, programs, and policies are desirable and;
8. A recent work sample

Deadline: All Statements of Qualifications must be received by or postmarked by September 2, 2016. For further information about this offering, contact First 5 Plumas Executive Director Ellen Vieira at (530) 394-7016 or first5plumasev@psln.com. To access this RFQ and more information about the state-wide IMPACT Initiative visit the Commission's Web Site at: www.first5plumas.com and First 5 California's Web Site at: www.first5california.com

The schedule for response to the RFQ is:

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| 1. Request for Qualifications (RFQ) release | August 15, 2016 |
| 2. Statement of Qualifications submission deadline | September 2, 2016 by 5:00 p.m. |
| 3. Notice of Intent to Award Contract posted on First 5 Plumas website by 4:00 p.m. | September 12, 2016 |
| 4. Last day to submit an Appeal | September 23, 2016 by 5:00 p.m. |
| 5. Contract negotiations with the First 5 Executive Director | September 26-30, 2016 |
| 6. Commission meeting to approve Service Agreement Contract | September 28, 2016 |
| 7. Anticipated contract start date | October 3, 2016 |

Contract Award Appeal/Protest Procedures

1. An applicant that has submitted a response to the RFQ may file a Notice of Intent to Appeal. Any Intent to Appeal must be filed by September 23, 2016 by 5:00 p.m.
2. Within five (5) calendar days after filing the Intent to Appeal, the applicant shall file with the Commission a full and complete written statement specifying the grounds for the Appeal.
3. Appeals must state the reasons, law, rule, regulation or practice that the applicant believes has been improperly applied in regard to the scoring of the application or awarding of the contract.

4. Appeals are to be labeled and addressed as follows:

PROTEST TO RFQ PCCFC 2016

First 5 Plumas County Children and Families Commission
270 Hospital Road, Suite 206
Quincy, California 95971

5. The contracts will not be awarded until all appeals/protests are either withdrawn or resolved to the satisfaction of the Commission.

BACKGROUND:

Research shows that a child's brain develops most dramatically in the first five years, and what parents and caregivers do during these years to support their child's growth will have a meaningful impact throughout life. Based on this research, California voters passed Proposition 10 in 1998, adding a 50 cents-per-pack tax on cigarettes to support programs for expectant parents and children ages 0-5 years. First 5 Plumas County distributes approximately \$350,000 a year in Proposition 10 revenues to programs and services that meet local needs.

Currently the Commission funds five direct service grants that provide intensive home visiting services to families (including foster parents) who have children ages 0-5. Information on all of the Commission's funded programs can be found on the Commission's web site at www.first5plumas.com