

Questions and Answers
Information Technology Assessment and Planning Consultant RFP

1. Should an implementation section be included in the proposal?

Yes, include the implementation support you anticipate providing. The support would not be specific to the First 5 LA IT Strategic Plan, as it has not yet been written, but proposers may include the types of support and how that support might be provided. Also include the hourly rates in the cost proposal section.

2. How will the results of the security assessment you did this spring affect our study? Do you expect the winning vendor to review the results of the current assessment or do another security assessment?

The agencywide security assessment is still ongoing. The selected consultant will not be asked to conduct an agencywide security assessment.

As part of the engagement with our staff, the selected consultant will likely be meeting with First 5 LA's security consultant to gather requirements. Part of the assessment phase of this project is to look at vulnerabilities, specific to Information Technology systems.

3. What samples do you want in the proposal?

We are not requesting any samples in the proposal. Rather, proposers are asked to summarize two work experiences with similar projects.

4. Is it mandatory for the consultant to have experience with early childhood development programs?

No, it is not mandatory.

5. Do you have computer systems with protected health information, PHI?

Yes, there is Health Information Portability and Accountability Act (HIPAA)-type data that is stored internally and in the cloud.

6. Can you provide a list of applications supported?

Yes, this information is listed in [Appendix B – Current Information Technology Infrastructure](#).

7. Do you perform penetration testing or monitoring for advanced persistent threats?

First 5 LA will not provide this information at this time, as it poses a security risk. The contracted consultant will have the opportunity to ask this question during the course of the project, if relevant.

8. What are the names of the 15 Departments mentioned in the RFP?

Under the Administration Division:

1. Human Resources & Talent Management
2. Contract Administration & Purchasing
3. Information Technology
4. Finance
5. Facilities

Under the Policy & Strategy Division:

1. Strategic Partnerships
2. Public Policy & Government Affairs

3. Community Relations

4. Communications

Under the Integration & Learning Division:

1. Integration & Learning

2. Measurement, Learning & Evaluation

Under the Programs Division:

1. Family Supports

2. Communities

3. Early Care & Education

4. Health Systems

9. What is the budget for this project?

There is no pre-set amount or ranges for the budget. It is up to the proposer to make the proposal for the amount needed to meet the requirements in the RFP.