

**COUNTY OF LOS ANGELES
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

REQUEST FOR INFORMATION

**VIOLENCE PREVENTION AND INTERVENTION
SAFE SPACE
SCHOOL-BASED PROGRAM**



Issue Date: August 28,2025

Response Due Date: September 15,2025 at 12:00 pm PST

**Department of Children and Family Services
Contracts Administration Division
510 South Vermont Avenue, 14th Floor
Los Angeles, CA 90020**



**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

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August 28, 2025

To: All Interested Agencies

**REQUEST FOR INFORMATION RELATED TO SAFE SPACE SCHOOL-BASED SERVICES
FOR THE PREVENTION OF DOMESTIC VIOLENCE AND CHILD ABUSE**

The County of Los Angeles (County), through its Department of Children and Family Services (DCFS) is issuing this Request for Information (RFI) to gain familiarity with the current market, and gather general information related to the provision of child abuse and domestic violence prevention and intervention school-based programs. These services will require agencies to provide a safe space on school campuses. Agencies with experience in providing services for students who are at-risk of and/or are victims of child abuse and domestic violence, including family violence and/or community violence, are encouraged to submit a response to this RFI.

The purpose of this RFI is solely for planning purposes and does not commit the County to contract for any services. Pending the results, the County reserves the right to collaborate with qualified agencies, either to negotiate contracts, to release a solicitation, or to take no further action.

Interested agencies are highly encouraged to submit a response by **12:00 p.m., Pacific Daylight Time (PDT), on September 15, 2025.**

PURPOSE

The County of Los Angeles Department of Children and Family Services (DCFS) is releasing this Request for Information (RFI) to gather information from agencies to provide a school-based services program that includes individual and group counseling, the provision of a safe space on campus, and the coordination of school-wide awareness campaigns targeting students, school staff and parents. Agencies are encouraged to submit their response, along with the completed attached questionnaire. Agencies shall have the opportunity to introduce the type of services they provide and how their services will assist families within the public-school community in Los Angeles County.

I. RESPONSES

Responses to this RFI may be used to draft a formal solicitation.

II. SERVICES AND REQUIREMENTS

Agencies interested in providing responses to the RFI shall submit their response by completing the attached questionnaire that includes details of the following:

- A. Demonstrate experience in providing school-based child abuse and domestic violence prevention and intervention services to students on campus.
- B. Demonstrate that their agency provides or can provide the following:
 - 1. A collaborative relationship with the Los Angeles Unified School District (LAUSD) (i.e. Letter of Intent, MOU, MOA)
 - 2. Establish a designated Safe Space site on Los Angeles Unified School District's Venice Senior High School and George Washington Preparatory High School campuses for students to have free and open discussions on domestic violence, intimate partner violence, and/or bullying issues with a counselor and their peers.
 - 3. Employ registered Associate Clinical Social Worker (ACSW) or Licensed Clinical Social Worker (LCSW) counselors who have at least one year of experience working with children and families.
 - 4. Provide clinical services to students to decrease unhealthy coping skills, trauma symptoms, and barriers to school participation.
 - 5. Provide preventative services to increase peer support, youth leadership skills, youth self-efficacy, and reduce stigma around the experience of victimization.
 - 6. Provide targeted violence prevention workshops and outcomes for parents and school personnel.
 - 7. Coordinate services with school administration for students to attend program services and treatment.
 - 8. Coordinate school-wide awareness campaigns and outreach, including education on violence prevention through psycho-educational curricula.
 - 9. Establish a peer leadership program to train students in the fundamentals of public speaking, conflict mediation, and all facets of violence and abuse for the purpose of mentoring other students.
 - 10. Provide comprehensive resources and linkage services to students and parents to provide community support (i.e. faith-based agencies, mental health providers, etc.).

III. RESPONSE TO REQUEST FOR INFORMATION

Respondents to the RFI shall submit their response as described below. The response shall include an Introduction Letter and a completed signed questionnaire. The responses shall be submitted via email to Thanh Nguyen at: NguyeT4@dcfs.lacounty.gov by **12:00 p.m. Pacific Daylight Time (PDT) on September 15, 2025.**

1. **Introduction Letter** – The introduction letter must be on the agency’s letterhead and include:
 - a. Agency’s full legal name
 - b. Doing Business As name if applicable
 - c. Employer Identification Number (Federal Tax Identification Number)
 - d. WebVen Number (if not applicable, state “WebVen Number not applicable”)
 - e. 501(c)(3) status - Number, Active/In-Active or Not Applicable
 - f. Name and title of the individual authorized to represent on behalf of the agency
 - g. Agency’s mailing address
 - h. Contact of individuals’ name, title, telephone, and e-mail address
 - i. Brief background of the type of services your agency provides
 - j. List of municipalities, counties, and companies where services were provided
2. **RFI Questionnaire** - Complete Attachment A, Safe Space School-Based Program Questionnaire. If attachments are included, label each attachment with the corresponding question number.
3. The electronic response shall be titled **Safe Space School-Based Program**, along with the name of the Agency. The response shall be compiled in the following order:
 - a. Introduction Letter
 - b. Safe Space School-Based Program Questionnaire
 - c. Attachments

IV. QUESTIONS TO THE REQUEST FOR INFORMATION

All questions regarding this RFI must be in writing and e-mailed with the subject line “Safe Space School-Based RFI” and sent to: Thanh Nguyen at: NguyeT4@dcfs.lacounty.gov. Each question must include the references to the applicable section of this RFI or the questionnaire question number.

V. DEADLINE AND SUBMISSION INSTRUCTION FOR REQUEST OF INFORMATION

All responses shall be submitted via e-mail to Thanh Nguyen at: NguyeT4@dcfs.lacounty.gov by **12 p.m. PST on September 15, 2025.**

VI. RESPONSE REVIEW

1. DCFS reserves the sole right to review all responses. As a result of this RFI, the County may:
 - a. Request additional information, documents, presentations, and/or conference call(s) substantiating the agency's qualifications, experience, and ability to provide the services described in the RFI;
 - b. Develop and release a formal solicitation; or
 - c. Take no further action.

VII. COUNTY RIGHTS AND RESPONSIBILITIES

The County has the right to amend, re-issue, or cancel this RFI by written addendum. The County is responsible only for that which is expressly stated in this RFI and any authorized written addenda thereto. Such addendum shall be made available on the Internal Services Department and DCFS websites.

VIII. COST OF RESPONSE PREPARATION

The cost of a response preparation shall be the responsibility of the agency. In no event shall the County or DCFS be liable for any expenses incurred in the preparation and submission of the response.

DISCLAIMER:

NOTHING IN THIS DOCUMENT SHALL BE CONSTRUED AS OBLIGATING THE COUNTY TO NEGOTIATE A CONTRACT WITH DCFS.

**REQUEST FOR INFORMATION (RFI)
SAFE SPACE SCHOOL-BASED PROGRAM**

Questionnaire

Date: _____

Agency Name: _____ Phone Number: _____

Agency Address: _____

Contact Person's Name: _____ Phone Number: _____

Contact Person's E-mail Address: _____

Question Number	Question	Response
1a	Select the option that best defines your Agency's business structure:	<input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company (LLC) <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Non-Profit <input type="checkbox"/> Franchise <input type="checkbox"/> Other (Specify)
1b	Is your Agency in good standing with the Internal Revenue Service and the California Franchise Tax Board?	Yes <input type="checkbox"/> No <input type="checkbox"/>
2	Is your Agency prohibited from doing business in the State of California, or in the County of Los Angeles?	Yes <input type="checkbox"/> No <input type="checkbox"/>
3	Is your Agency suspended, debarred, ineligible, or excluded from contracting with Los Angeles County?	Yes <input type="checkbox"/> No <input type="checkbox"/>
4	How many years of <u>verifiable</u> experience does your Agency have in providing safe space school-based child abuse and domestic violence prevention and intervention services to students or related services at Los Angeles Unified School District (LAUSD) Schools and/or Venice Senior High School and George Washington Preparatory High School? In an attachment, provide a description of past work with state and local governments, and community agencies including other public or private school districts. Include date of service (from and to) and all types of services provided to each entity.	<p>_____ years</p> <p>From _____ to _____</p>
5	Is your Agency able to provide registered ACSW or LCSW counselors who have at least one year of experience working with children and families?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does your Agency have past and/or current experience:		
6	In securing an MOU or MOA with the LAUSD?	Yes <input type="checkbox"/> No <input type="checkbox"/>

6a	If no, can your Agency establish a collaborative relationship with LAUSD to execute MOU, or MOA?	Yes <input type="checkbox"/> No <input type="checkbox"/>
7	Establishing designated site that includes a safe space for students on Los Angeles Unified School District's Venice Senior High School and George Washington Preparatory High School campuses for students to have free and open discussion on domestic violence, intimate partner violence, and/or bullying issues with a counselor and their peers?	Yes <input type="checkbox"/> No <input type="checkbox"/>
7a	If no, is your Agency capable of establishing a designated site for services related to domestic violence and child abuse that includes a safe space for students on LAUSD schools?	Yes <input type="checkbox"/> No <input type="checkbox"/>
8	Providing clinical services to students to decrease unhealthy coping skills, trauma symptoms, and barriers to school participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
9	Providing preventative services to increase peer support, youth leadership skills, youth self-efficacy, and reduce stigma around the experience of victimization?	Yes <input type="checkbox"/> No <input type="checkbox"/>
10	Providing targeted violence prevention workshops and outcomes for parents and school personnel?	Yes <input type="checkbox"/> No <input type="checkbox"/>
11	Coordinating services with school administration for students to attend program services and treatment?	Yes <input type="checkbox"/> No <input type="checkbox"/>
12	Coordinating school-wide awareness campaigns and outreach, including education on violence prevention through psycho-educational curricula?	Yes <input type="checkbox"/> No <input type="checkbox"/>
13	Establishing a peer leadership program to train students in the fundamentals of public speaking, conflict mediation, and all facets of violence and abuse for the purpose of mentoring other students?	Yes <input type="checkbox"/> No <input type="checkbox"/>
14	Providing comprehensive resources and linkage services to students and parents to available community support (i.e. faith-based Agencies, mental health providers, etc.)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
15	List other services than those mentioned above that your Agency provides, in a separate attachment.	

Name of Executive Director or designee _____

Signature of Executive Director or designee _____

Date _____