



**COUNTY OF LOS ANGELES  
Board of Supervisors**

**REQUEST FOR INFORMATION**

**FOR**

**Community Beautification Services  
in the Second Supervisorial District  
of Los Angeles County**

No. BOS-RFI-2022D2

## 1.0 PURPOSE

The County of Los Angeles (County) Board of Supervisor (BOS) is releasing this Request for Information (RFI) to obtain information from organizations that may be interested in contracting with the County to provide community beautification services. The ideal organization would be interested and qualified to provide a transformative model of community beautification services in historically undeserved unincorporated communities of the Second Supervisorial District.

This RFI does not commit the County to contract for any services whatsoever. The County shall not be liable in any way or have any responsibility for any costs incurred in connection with the preparation, submittal, or presentation of any response to this RFI. Respondents are advised that the County reserves the right to use any information gathered in response to this RFI to develop future solicitations.

## 2.0 BACKGROUND

The Office of Los Angeles County Supervisor Holly J. Mitchell is considering awarding funds to enhance the quality of life in unincorporated neighborhoods by removing debris and graffiti and incorporating context-appropriate green features and public art as long-term deterrents. The Office seeks partners who can: demonstrate an innovative and thoughtful approach to the work, possess previous history and experience working on similar projects in the unincorporated neighborhoods of the Second District, share a commitment to racial and social justice, and can commit to providing high quality jobs targeted to residents with barriers to employment.

Funds are expected to be awarded in fiscal year 2022-23 (after July 1, 2022).

## 3.0 SCOPE OF WORK

The County is currently envisioning the needed services to include:

- ***Needs Assessment and Strategic Deployment:*** Conduct an inventory of hotspots within the unincorporated Second District to determine priority areas of focus for enhanced services, in partnership with the Office. This includes, but is not limited to, taking inventory of graffiti and trash hot spots; and reporting back with a map of these areas, recommending services most needed (key components listed below), as well as a strategy to deploy resources equitably and strategically.

Please note: While illegal dumping reporting and bulky item pickup services exist through the County Public Works app, they are historically underutilized in low-income communities as they require additional effort to understand and call-in to the relevant department (DPW).

- **Trash Clean Up**
  - Deploy both staff and volunteer lead neighborhood clean-ups
  - Submit as needed bulky item pick up requests to the Department of Public Works (DPW)
  - Targeted education campaign to residents about preventing illegal dumping and how to report illegal dumping, graffiti, and bulky items.
  
- **Graffiti Abatement and Beautification:** Remove graffiti in a context sensitive way (including painting over graffiti, installing living walls, and contracting with local artists to install murals). Mural installations should incorporate community identity and be installed by local artists. Also Identify other community enhancement projects.
  
- **Data Collection:** Collect data on:
  - The location of litter that has been cleaned, quantity of litter at a site, types of litter collected, how quickly litter returns to hotspot sites,
  - The quantity of graffiti at a site, type of graffiti, strategy deployed to abate graffiti, and how quickly graffiti returns
  
- **Workforce Development**
  - Employ at least 50% local workers from within a 3-mile radius of the project site on all projects.
  - Ensure that workers are trained and work-ready through a pipeline program that targets those workers who have traditionally experienced barriers to employment including, but not limited to formerly incarcerated, current and formerly homeless, transition aged youth, and veterans, among others.
  - Track wages, placement, and retention outcomes on all projects for one-year post-placement
  - Case management and job development for career ladders post placement, including in public sector employment

#### 4.0 REQUESTED INFORMATION

The County is requesting the following information from organizations that are potentially interested in contracting with the County to provide the services described in Section 3.0 of the RFI. The County is requesting that potentially interested organizations provide the following information in 8 pages or less (excluding resumes):

- Part 1: Cover Letter including:
  - Name of description of the lead entity
  - Tax status of the lead entity
  - Narrative description demonstrating an understanding of and approach to the outlined Scope of Work
- Part 2: Resumes of key project team members

- Part 3: Proposed budget for services described in the scope of work
  - The proposed budget should address how the organization will provide the services in Section 3.0 of the RFI (Scope of Work) without exceeding the available funding of \$500,000 over a three-year term. The proposed budget is non-binding.
- Part 4: Proposed Key Performance Indicators (KPI) to measure success. These are outcome-oriented goals that your organization will measure to demonstrate success of the contract. Relevant KPIs may include:
  - Change in residents' understanding of where/how to report graffiti and illegal dumping
  - Community beautification installations (i.e., living walls, murals, etc.)
  - Events such as community cleanups and/or educational outreach
- Part 5: Description of any previous related work experience, including experience in, and understanding of the Second District, experience with local community-based organizations, and experience delivering this scope of services
- Part 6: Description of an Equity Focused Workforce commitment, including wages and benefits offered to employees, targeted local hire goal, training opportunities, and any details about employee career pipeline opportunities

## 5.0 SUBMISSION INSTRUCTIONS

The County is requesting the interested organizations submit a response to this RFI in the form of a signed letter from your organization. The letter should be 8 pages or less (excluding resumes) and include your organization's responses to 6 parts listed in Section 4 – Requested Information. **Responses to this RFI and any questions may be submitted via email to Karishma Shamdasani ([kshamdasani@bos.lacounty.gov](mailto:kshamdasani@bos.lacounty.gov)).** Please attach a copy of the RFI Response to the email, in PDF format if possible. The subject of the email should include "Community Beautification RFI." Responses to this RFI are due on or before **5:00 pm** (Pacific Time), **May 13th, 2022**. Late submittals may be accepted at the County's sole discretion.

## 6.0 NOTICE TO RESPONDENTS REGARDING THE PUBLIC RECORDS ACT

- 6.1 Responses to this RFI shall become the exclusive property of the County. Responses to this RFI become a matter of public record, with the exception of those parts of each proposal which are justifiably defined as business or trade secrets, and, if by the proposer, plainly marked as "Trade Secret," "Confidential," or "Proprietary."
- 6.2 The County shall not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the proposal as confidential shall not be deemed sufficient notice of exception. The Respondents must specifically label only those provisions of their respective proposal which are "Trade Secrets," "Confidential," or "Proprietary" in nature.