



Hilda L. Solis
 Mark Ridley-Thomas
 Sheila Kuehl
 Janice Hahn

**COUNTY OF LOS ANGELES
 WORKFORCE DEVELOPMENT, AGING AND
 COMMUNITY SERVICES**

3175 West Sixth Street, Los Angeles CA 90020
 Tel: 213-739-1600 Fax: 213-487-0379
 wdacs.lacounty.gov



Cynthia D. Banks
 Director
 Otto Solórzano
 Chief Deputy

Congratulations on your Social Enterprise (SE) Certification by the Department of Consumer and Business Affairs (DCBA)! As a certified social enterprise, you are now eligible to complete the Workforce Development, Aging Community Services (WDACS) Request for Statement of Qualifications (RFSQ) and be placed on an exclusive Master Agreement list. Take the following steps now:

To apply, please follow the steps below and submit a Statement of Qualifications (SOQ):

STEP 1	Go to http://wdacs.lacounty.gov and click on “Business Opportunities with WDACS/Doing Business with WDACS”
STEP 2	Click on “Request for Proposals” (RFP) and download the following documents: <ul style="list-style-type: none"> • 12/30/16 SE Employment and Training Program Services RFSQ • 1/24/17 Addendum One • 1/25/17 Addendum Two • 4/3/17 Addendum Three • 4/11/17 Addendum Four
STEP 3	Gather the following documents as part of your SOQ: <ul style="list-style-type: none"> • Certification by DCBA as a Social Enterprise • At least one year of experience as a Social Enterprise • Submission of financial statements per Addendum Three • Complete the Required Forms in Appendix A of the RFSQ
STEP 4	Submit your SOQ to: Carol Domingo, Contract Manager Workforce Development, Aging and Community Services 3175 West Sixth Street, Room 403 Los Angeles, CA 90020

**At the County’s discretion the submission of less than three years of financial information is allowable if the agency presents documentable special circumstances and at least one year of audited financial information.*

WDACS will review the SOQ, determine if it meets the qualifications and that acceptable documentation was provided to enter into a Master Agreement with the Social Enterprise.

The Master Agreement with the County does not include any funding or Work Orders.

All County Departments may issue Social Enterprise Work Orders that utilize the Master Agreement list. Only participating Social Enterprises that have entered into the Social Enterprise Master Agreement may participate and compete in bidding/proposing for County-issued Social Enterprise Work Orders. Social Enterprises will be awarded funding based on the nature of the Work Order. Individual Work Orders will have applicable Mandatory Minimum Qualifications and the additional requirements of the Work Order.

For any additional questions, please contact Robert Brieff at (213) 738-2358 or email at Rbrieff@wdacs.lacounty.gov