



REQUEST FOR INFORMATION

26-2025-002

Department of Family and Community Services
Office of Children's Services

Date Issued: Monday, March 10th, 2025

Professional Development for Office of Children's Services Staff

INTRODUCTION:

The Department of Family and Community Services (DFCS) Office of Children's Services (OCS), is seeking letters of interest from qualified vendors with a foundational understanding of the skills comprising child welfare best practices in Alaska to develop and provide training for OCS frontline workers, support staff, licensing workers and supervisors.

Training tailored for support staff, licensing staff and supervisors is offered 1-2 times a year for each group. Training for OCS frontline workers is offered continually.

The goal is to provide front-line workers with training through a variety of methods (including in-person classroom-based, virtual classroom, self-guided electronic learning, and observed field-work across the state), to apply child welfare best practices, knowledge, and skills grounded in real-world experience. In accordance with HB 151, it is a requirement that cumulative training for OCS frontline staff be at least 6 weeks long. The annual budget for all of these trainings is \$1.2 million.

BACKGROUND INFORMATION

As an example, OCS's current curriculum for new staff, is the three-part *Standards, Knowledge, and Insight Leading to Success* (SKILS) (example attached) a series which is offered at least 10 times a year and which includes one-off refresher courses as needed. In 2024, approximately 10 one-time courses were utilized by 165 OCS staff.

Prior to beginning SKILS, all participants also participate in a mandatory prerequisite curriculum administered through self-guided electronic learning (also to be provided by the contractor).

SCOPE OF WORK:

OCS is interested in hearing from qualified vendors who could utilize engaging training methods to either present OCS's current curriculum or could offer alternatives to OCS of other relevant content directly applicable to the challenges of OCS frontline staff in Alaska.

Vendors utilizing subcontractor(s) and/or joint ventures in the provision of these services are permissible.

Travel to diverse communities in Alaska is required to observe frontline workers in the field. OCS will reimburse the vendor for that travel outside of the \$1.2 million training budget, with preauthorization. page 1 of 2

PREFERRED MINIMUM EXPERIENCE

For **lead professionals** working under this contract the minimums are below (*other professionals who report to them are not required to have five years of training experience*)

- 1) no less than five (5) years as a child welfare professional AND
- 2) at least five (5) years providing training to child welfare professionals at either federal, state, tribal or local child welfare agencies
- 3) Demonstrated experience with Title IV-E work

RESPONSE INFORMATION: Interested applicants/firms who believe they can provide the services described above should indicate their interest by submitting an electronic response on company letterhead (.pdf format is preferable) with the following information:

- Company name
- Contact information (email) for the individual(s) who should be notified if DFCS releases a solicitation
- A summary that clearly describes your company's capabilities and experience related to providing the services described in this RFI.
- A summary that clearly describes how the applicant/firm meets or exceeds the preferred minimum experience
- A statement confirming the company anticipates the project deliverables are reasonably within the estimated budget provided. Or, if not, why not.
- A summary of any concerns regarding the project such as obstacles to be anticipated

Submission Instructions: Applicants/firms must submit their response as a PDF file, sent via email, by 4:30pm Wednesday April 9th, 2025 to fcs.fms.vendor.response@alaska.gov

Notice: This Request for Information does not constitute a formal solicitation. The purpose of the RFI is to determine if there are qualified offerors out there who would be interested in bidding on these services. The State will use this information to potentially develop a future solicitation. The State of Alaska is not responsible for any costs associated with the preparation of responses. The issuance of the Request for Information does not obligate the state to purchase any goods or services, extend any rights to prospective vendors nor guarantee that the State of Alaska will proceed with a formal solicitation

Notice to Vendors: Pursuant to [Administrative Order 352](#), (a) any person or business determined to support or participate in a boycott of the State of Israel will be disqualified from any procurement related to this Request for Information; and (b) the support of or participation in a boycott of the State of Israel by a person or business contracting with the State of Alaska under AS 36.30 constitutes grounds for termination of the contract. [Administrative Order 352](#) does not apply to a contract if the person or business has fewer than 10 employees; or the amount to be paid under the contract, excluding renewals and options available under the contract, is less than \$100,000