

# Request for Information (RFI) – Workforce Acceleration Initiative

## ABOUT THE CDC FOUNDATION

The CDC Foundation helps the U.S. Centers for Disease Control and Prevention (CDC ) save and improve lives by unleashing the power of collaboration between CDC, philanthropies, corporations, organizations and individuals to protect the health, safety and security of America and the world. The CDC Foundation is the go-to nonprofit authorized by Congress to mobilize philanthropic partners and private-sector resources to support CDC’s critical health protection mission. The CDC Foundation manages hundreds of programs each year impacting a variety of health threats from chronic disease conditions including cardiovascular disease and cancer, to infectious diseases like rotavirus and HIV, to emergency responses, including COVID-19 and Ebola. Visit [www.cdcfoundation.org](http://www.cdcfoundation.org) for more information.

## SUMMARY OF REQUEST

In February 2024, the CDC Foundation was awarded federal funds from CDC, through the Association of Public Health Laboratories, to launch the Workforce Acceleration Initiative (WAI). The goal of WAI is to strengthen public health agencies’/authorities’ (PHA) capacity to deliver information system improvements that are of top priority to each PHA by adding technology and data experts to their teams. Specifically, with support through WAI and the placement of skill data and technology professionals, PHAs will accelerate the ability of their information systems to provide on- demand, real-time health data insights and to enhance their infrastructure for improving the public’s health, consistent with CDC’s [Public Health Data Strategy](#) (PHDS) goals.

As part of the efforts to provide data experts to the selected PHAs, the CDC Foundation is issuing this Request for Information (RFI) to identify a pool of pre-qualified individuals or agencies from whom we will solicit and select contractors to support of diverse PHAs in addressing their varied needs. Respondents to this RFI found capable will be added to a pool of prequalified potential suppliers. As specific contractor projects are identified, CDC Foundation will release a Request for Application (RFA) or other solicitation to the list of pre-qualified suppliers and select contractors using evaluation criteria specific to each project. Prequalification will last for a period of two years.

## CHALLENGE STATEMENT

The Workforce Acceleration Initiative aims to increase the ability of PHAs serving state, Tribal, local or territorial jurisdictions to leverage modern technology and interoperable data for public health action.

The selected contractors will work closely with paired PHAs to deliver on their workplans and meet the PHDS goals. Tasks required by the PHAs will vary, but may include:

- 1. Assessment and Analysis**

- Conducting comprehensive assessments of current data systems and processes.
  - Identifying gaps and areas for improvement in data collection, storage, management, standardization, linkage, utilization, and governance.
  - Evaluating the readiness and capacity of public health agencies for implementing and sustaining a variety of systems improvements.
2. **Strategy Development**
    - Developing tailored data modernization strategies that align with the goals and needs of the PHA and the PHDS.
    - Creating roadmaps for the implementation of data modernization initiatives.
    - Defining clear objectives, milestones, and success metrics for each phase of the modernization effort.
    - Establishing data use agreements, policies and processes to improve data acquisition, management, and use, such as for policies or processes data governance or data sharing.
  3. **Data Integration and Interoperability**
    - Designing and implementing solutions to integrate disparate data sources and systems.
    - Ensuring data interoperability across various platforms and organizations.
    - Developing and maintaining data storage functionality such as data warehouses or data lakes to centralize and streamline data access.
  4. **Advanced Data Analytics and Reporting**
    - Developing and deploying advanced analytics tools and techniques to extract actionable insights from data.
    - Creating dashboards, reports, and visualization tools to support data-driven decision-making.
    - Implementing machine learning and artificial intelligence (AI) solutions to enhance data analysis capabilities.
  5. **Data Security and Privacy**
    - Implementing robust data security measures to protect sensitive information.
    - Ensuring compliance with relevant data privacy regulations and standards.
    - Conducting regular security audits and risk assessments.
  6. **System Architecture and Software Development**
    - Designing scalable and resilient system architectures to automate or streamline work processes, data management, data analysis and presentation, and generally support data modernization efforts.
    - Developing and deploying custom software solutions to address specific needs and challenges.
    - Ensuring the integration of new systems with existing infrastructure.
  7. **Project Management and Implementation**
    - Leading and coordinating the implementation of data modernization projects.
    - Managing project timelines, budgets, and resources effectively.
    - Communicating progress and challenges to stakeholders regularly.

## ELIGIBILITY REQUIREMENTS

### Individual applicants must meet the following qualifications:

- Proven experience in IT and data modernization.
- Experience working with public health agencies or similar organizations.
- Expertise in data integration, data analytics, and system interoperability.

- Strong understanding of data security and privacy regulations.
- Excellent communication and training skills.
- Eligibility to work in the US and territories

**Agency applicants must meet the following qualifications:**

- Confirmation of being an organization based in the US
- Proven experience in IT and data modernization.
- Experience working with public health agencies or similar organizations.
- Expertise in data integration, data analytics, and system interoperability.
- Strong understanding of data security and privacy regulations.
- Excellent communication and training skills.
- Have sustainable operations, be in good financial standing; and
- Be an equal opportunity employer with all-inclusive membership that does not discriminate on the basis of gender, race/ethnicity, color, sex, sexual orientation, country of national origin or nationality, age, religion, intellectual or physical disabilities and military or veteran status in its activities or operations.

**Submission Requirements**

The CDC Foundation seeks the following information from interested parties proposing projects to this RFI, using the following URL: [RFI Submission Form](#)

*Please note that the Smartsheet online form and attachments must be completed in one session.*

**Smartsheet Section 1 (Agency Applicants):**

- Organization’s Legal Name
- Street Address, City, State, Zip Code
- Year Established
- Federal Tax Identification (ID) Number/Employer Identification Number (EIN)
- Data Universal Number System (DUNS) number (if applicable)
- Organization Type (Corporation, Government, Non-Profit, Foundation, Organization)
- Primary Point of Contact: Name, Title, Organization, Email address, Phone number
- Number of Employees
- Verification that payment can be accepted via ACH or wire transfer of funds. If this is a barrier, it must be disclosed in the application process.

Submission Format: Online form

Page Limit: Not applicable

**Smartsheet Section 1 (Individual Applicants):**

- Name
- Street Address, City, State, Zip Code
- Email
- Education
  - Name of institutions, Major, Degree, Date
- Required Skills and Experience
  - Examples of past work experience meeting at least one of the categorical areas of interest noted in the challenge statement.

**Appendix A:** Use Case and Technical Capacity - Describe your understanding of and technical capacity to implement projects similar to those that may be needed as part of this RFI. Details to include are:

- General approach to novel data exchange, data integration, data analytics, system interoperability or public health data modernization efforts.
- Experience working with PHAs (state, Tribal, local or territorial jurisdictions).
- Anticipated challenges working in this space and how they will be overcome.

Submission Format: Attachment to online form

Page Limit: Two (2) pages

**Appendix B (Agency Applicants):** Key Personnel-Describe identified to meet the needs of this RFI from staffing and management perspectives.

- Identify staff (number and type(s)) readily available to deliver services within 3 weeks notice for assignments of at least 6 weeks between September 2024 and June 2025.
- Describe the experience of staff considered key to the delivery of services in areas identified in this RFI. Please include years of experience and examples of system improvement success with each of those four jurisdiction types in each of the seven task categories, above, in addition to other relevant experience.
- Describe existing relationships with third parties considered key to the successful delivery of services in areas identified in this RFI (If applicable).

Submission Format: Attachment to online form

Page Limit: One (1) page per key person

Any questions should be directed to [wai@cdcfoundation.org](mailto:wai@cdcfoundation.org).

#### DISCLAIMER

This RFI is for informational purposes only and does not constitute a solicitation or offer to contract. Responses to this RFI will be used to gather information for planning purposes and to inform our future RFA process. We look forward to your response and thank you for your interest in partnering with us to advance public health data modernization.