

**State of Louisiana Department of Health, Office
of Public Health**

**Request for Information (RFI): Staff Augmentation
Services for Non-Social Services Position Support**

RFI # 305PUR-326-staff aug-RFI

January 8, 2026

Louisiana Department of Health, Office of Public Health
Request for Information Related to LDH OPH Staff Augmentation for Non-Social Services Support
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This Request for Information (RFI) is for planning purposes only and should not be construed as a Request for Proposal (RFP). This is not a solicitation for offers. This information will be reviewed and discussed by the State agency and may result in procurement through LDH.

1. Purpose

The Louisiana Department of Health (LDH), Office of Public Health (OPH), is issuing this Request for Information (RFI) in accordance with applicable Louisiana procurement statutes, rules, and policies, including but not limited to Louisiana Revised Statutes (R.S.) Title 39 and the Louisiana Procurement Code.

The purpose of this RFI is to obtain information from qualified vendors regarding their experience, capacity, and approaches for providing large-scale staff augmentation services for non-social services positions. Information received will be used solely for planning, budgeting, and market research purposes to assist LDH/OPH in determining the feasibility, scope, and structure of a potential future solicitation.

This RFI is not a Request for Proposals (RFP), Invitation to Bid (ITB), or Request for Qualifications (RFQ); does not constitute a commitment to procure services; and does not obligate LDH/OPH to issue a solicitation or make an award.

2. Background

The Office of Public Health is a division of the Louisiana Department of Health and is responsible for protecting and promoting the health of all Louisianans. OPH administers federally and state-funded programs, emergency preparedness and response activities, and routine public health operations and clinical services across all regions of the state.

To ensure continuity of operations and to support anticipated operational demands, OPH is evaluating the use of staff augmentation services, specifically for non-social services positions. Any future procurement resulting from this planning effort would be subject to applicable LDH, Division of Administration (DOA), and Office of State Procurement (OSP) requirements.

3. Schedule of Events

Event	Due Date
RFI posted	January 8, 2026
Questions and answers due from vendors	January 16, 2026 by 4:00pm CT
LaPAC posted responses from LDH/OPH	January 23, 2026
RFI responses due from vendors	January 31, 2026 by 11:59pm CT

4. Anticipated Personnel

The estimated scale of services under consideration may range from approximately 300–500 non-social services personnel, deployed statewide and potentially funded through a combination of state, federal, and self-generated funding sources. The definition of social services can be found at [La. R. S. 39:1619](#). This RFI is **not** intended cover the augmentation of personnel who provide services to recipients in the areas of:

- Rehabilitation and health supports
- Habilitation and socialization
- Protection for adults and children for abuse, neglect, or family violence
- Improvement in living conditions, or
- Evaluation, testing and remedial education services.

A table is provided in **Attachment A** to illustrate the types of personnel OPH may seek to augment through procurement. A list of existing position titles for augmented staff focusing on non-social services related work (based on preliminary assessments) are provided. Vendors are not solely limited to consideration of these titles in their responses, and additional or alternative roles may be added to any future procurement, if entered. Current employee counts per title are provided for illustration.

5. Scope of Information Requested

Interested vendors are requested to provide information addressing the areas below. Vendors may tailor responses based on their service offerings and capabilities.

A. Vendor Profile

- Legal name of company, headquarters location, and years in operation
- Ownership structure and size of organization
- Relevant experience providing staff augmentation services to state or large public-sector entities
- Experience supporting public health or human services organizations
- Legal status (governmental, quasi-governmental, 501c3, LLC, etc.)

B. Staffing Capabilities

- Types of personnel classifications supported (administrative, technical, professional, managerial, etc.)
- Ability to recruit, onboard, and deploy large volumes of personnel concurrently
- Surge capacity and scalability timelines
- Geographic coverage within Louisiana and ability to support statewide deployment
- Experience supporting emergency or time-sensitive staffing needs

C. Employment and Management Model

- Employment model(s) offered (W-2 employees, 1099 contractors, subcontractors, hybrid models)
- Onboarding, background checks, and compliance processes
- Timekeeping, payroll, benefits administration, and performance monitoring
- Supervisor and escalation structures

D. Compliance and Risk Management

- Experience complying with state and federal requirements (e.g., HIPAA, data security, labor laws)
- Insurance coverage (general liability, professional liability, workers' compensation)
- Data security and confidentiality safeguards

F. Contracting and Implementation Considerations

- Typical contract terms and minimum engagement requirements
- Transition-in and transition-out processes
- Experience working under interagency agreements or state master contracts (if applicable)

In addition to the above information requested, the following pricing and cost structure detail is required in any response to this RFI:

Pricing and Cost Structure (High-Level)

- General pricing models (hourly rates, blended rates, markups, etc.)
- Administrative/overhead percentage
- Factors that influence pricing (role type, urgency, duration, location)
- Any volume-based or long-term engagement financial considerations

6. Response Instructions

All questions and responses shall be submitted to the RFI Coordinator listed below only.

Vendors interested in responding to this RFI should submit a written response that:

- Clearly addresses the information requested in Section 5
- Is concise yet sufficiently detailed to demonstrate capability
- Identifies any assumptions, exclusions, or constraints applicable to the vendor's services
- Includes a primary point of contact for follow-up clarification
- Limit responses to 30 pages or less

Responses should be prepared with the understanding that they may become public records subject to disclosure under the Louisiana Public Records Law (R.S. 44:1 et seq.). Vendors should clearly mark any information they consider proprietary or confidential; however, LDH/OPH makes no guarantee that such information will be exempt from disclosure.

Submission Format: PDF preferred

Submission Deadline: *January 31, 2026*

Submission Method: *Email*

RFI Coordinator:

Name: Kalil Cox

Louisiana Department of Health

Email Address: Kalil.Cox@la.gov

7. Disclaimer

This RFI is issued solely for informational and planning purposes and does not constitute a solicitation under Louisiana procurement law. LDH/OPH shall not be responsible for any costs incurred by vendors in responding to this RFI.

LDH/OPH reserves the right, at its sole discretion, to modify, cancel, or reissue this RFI at any time; to request additional information from respondents; or to take no further action.

Responses to this RFI will not be evaluated, scored, or ranked, and submission of a response does not create any right to participate in any subsequent procurement or to receive an award.

Any future solicitation, if issued, will be conducted in accordance with applicable Louisiana statutes, administrative rules, and LDH/DOA/OSP policies.

Attachment A – Current Contracted Position Listing

Legend of Acronyms/Bureau Names:

ACRONYM	OPH ORGANIZATIONAL BUREAU NAME
BCDPHA	Bureau of Chronic Disease and Healthcare Access
BCP	Bureau of Community Preparedness
BEMS	Bureau of Emergency Medical Services
BES	Bureau of Engineering Services
BFH	Bureau of Family Health
BFO	Bureau of Finance and Operations
BHI	Bureau of Health Informatics
BID	Bureau of Infectious Disease
BLS	Bureau of Laboratory Services
BONS	Bureau of Nutrition Services
BPP	Bureau of Planning & Performance
BRCO	Bureau of Regional and Community Operations
BSS	Bureau of Sanitarian Services
BVRS	Bureau of Vital Records and Statistics

JOB TITLE	COUNT OF POSITIONS
ADMINISTRATIVE ASSISTANT	2
ADMINISTRATIVE COORDINATOR	26
ADMINISTRATIVE MANAGER	2
ADMINISTRATIVE SUPERVISOR	2
ADMINISTRATIVE PROGRAM SPECIALIST	11
ADOLESCENT HEALTH PROJECT COORDINATOR	1
ADVANCE BUSINESS COORDINATOR	1
APPLICATION DEVELOPER	4
ASSISTANT DIRECTOR - OPH SUPPORT	1
ASTHMA CONTROL PROGRAM MANAGER	1
BFO BUSINESS ANALYTICS SPECIALIST	1
BFO GRANTS MANAGER	1
BCDPHA BUDGET - C1	1
BCDPHA COMMUNICATIONS ANALYST	2
BCDPHA COMMUNICATIONS CONTENT - C2	1
BCDPHA COMMUNICATIONS CREATIVE DESIGN SPECIALIST	1
BCDPHA COMMUNICATIONS WRITER/EDITOR SPECIALIST	1
BCDPHA CONTRACTS AND GRANTS ANALYST	1
BCDPHA EPI/EVAL DIVISION MANAGER	1
BCDPHA EPIDEMIOLOGIST - C3	2

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BCDPHA EVALUATION - C1	2
BCDPHA EVALUATION - C3	1
BCDPHA GRANT COMMUNITY ENGAGEMENT C2	1
BCDPHA GRANT SUPPORT - C2	1
BCDPHA GRANT SUPPORT - C3	1
BCDPHA GRANTS COMPLIANCE - C2	1
BCDPHA PROGRAM & GRANT OPERATIONS - C1	1
BCDPHA PROGRAM & GRANT OPERATIONS - C2	4
BCDPHA PROGRAM & GRANT OPERATIONS - C3	4
BCDPHA PROGRAM OPERATIONS - C1	1
BCDPHA PROGRAM SUPPORT - C3	1
BCDPHA PROGRAMS - SUPERVISOR	2
BCDPHA STATEWIDE GRANTS COMMUNITY ENGAGEMENT SPECIALIST	1
BCDPHA TCDP SUPPORT - C1	1
BCP ADMIN AND FINANCE SUPPORT - C2	1
BCP EMERGENCY SPECIAL PROJECTS MANAGER	2
BCP HEALTH DISPARITIES GRANT MANAGER	1
BCP HEALTH DISPARITIES GRANT SUPPORT - C1	1
BCP HEALTH DISPARITIES STRATEGY - C1	3
BCP HEALTH DISPARITIES STRATEGY - C2	4
BCP INVENTORY CONTROL - C2	1
BCP MEDICAL CONSULTING SPECIALIST	1
BCP RESPONSE SUPPORT - C2	1
BCP STATEWIDE HEALTH DISPARITIES STRATEGY MANAGER	1
BCP WAREHOUSE EMERGENCY SUPPORT - C3	1
BEMS COMPLIANCE MANAGER	1
BEMS EXAMINER SPECIALIST	19
BEMS SUPPORT - C2	1
BES FIELD TECHNICIAN - C1	1
BES PROGRAM SUPPORT - C2	2
BFH AACS SENIOR MANAGER	1
BFH ADOLESCENT SCHOOL HEALTH - C3	1
BFH CYSHCN EPIDEMIOLOGIST - C2	1
BFH DAFR - C3	1
BFH DATA COLLECTION - C1	3
BFH DATA COLLECTION - C2	1
BFH EHDI DATA ENTRY - C1	1
BFH EHDI PROGRAM SPECIALIST	1
BFH EHDI SYSTEMS DEVELOPMENT SPECIALIST	1
BFH EHDI-IS DATA SYSTEMS SPECIALIST	1
BFH EMSC SPECIAL PROJECTS MANAGER	1

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BFH EPIDEMIOLOGIST SENIOR MANAGER	1
BFH EPIDEMIOLOGY/SURVEILLANCE MANAGER	1
BFH INJURY EPIDEMIOLOGIST - C3	1
BFH INJURY/MCH EPIDEMIOLOGIST SUPERVISOR	1
BFH LAVDRS DATA ABSTRACTION- C2	1
BFH LBDMN CASE REVIEW - C2	1
BFH LBDMN/PRAMS SUPERVISOR	1
BFH MATERNAL HEALTH EVALUATION SPECIALIST	1
BFH MATERNAL HEALTH SPECIAL PROJECTS MANAGER	1
BFH MATERNAL MORB/MORT EPIDEMIOLOGIST - COORDINATOR 2	1
BFH MCH EPIDEMIOLOGIST - C1	1
BFH MORBIDITY/MORTALITY EPIDEMIOLOGIST SUPERVISOR	1
BFH MORTALITY SURVEILLANCE EPIDEMIOLOGIST - C2	1
BFH NBS EPIDEMIOLOGY SPECIALIST	1
BFH NEWBORN SCREENING - C1	1
BFH NEWBORN SCREENING - C2	3
BFH NEWBORN SCREENING - C3	1
BFH NEWBORN SCREENING SPECIALIST	1
BFH NVDRS DATA ABSTRACTION - C1	1
BFH PERINATAL SPECIAL PROJECTS MANAGER	1
BFH PRAMS OPERATIONS - C1	1
BFH QUALITY IMPROVEMENT MANAGER	1
BFH RHP TITLE X PROGRAM - C2	1
BFH SCD STRATEGY MANAGER	1
BFH SPECIAL PROJECTS MANAGER	1
BFH SSDI EPIDEMIOLOGIST - C2	1
BFH V&I PREVENTION MANAGER	1
BFH/ IT SUPPORT SPECIALIST	1
BHI BUSINESS DATA ANALYTICS SPECIALIST	1
BHI DATA ENGINEER SPECIALIST	2
BHI DMI SPECIAL PROJECTS MANAGER	1
BHI EHR WORKFLOW SPECIALIST	1
BHI ENTERPRISE DATA PROJECT SPECIALIST	1
BHI OPIOID SURVEILLANCE PROJECT MANAGER	1
BHI PANDEMIC DATA ANALYTICS SPECIALIST	1
BHI QI TRAINING SPECIALIST	1
BHI REDCAP SYSTEM ADMINISTRATION MANAGER	1
BHI SUDORS DATA ABSTRACTION - C3	3
BHI SUDORS SUPERVISOR	1
BID ASTHMA SERVICES SUPPORT - C3	1
BID BUDGET ADMINISTRATION SPECIALIST	1

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BID DISEASE INVESTIGATION - C1	3
BID DISEASE INVESTIGATION - C2	3
BID ENVIRONMENTAL RESOURCES - C1	1
BID HAI MEDICAL DIRECTOR	1
BID HEALTH COMMUNICATIONS TRAINING - C1	1
BID HEALTH SCIENCE SERVICES - C2	1
BID IP EPIDEMIOLOGIST - C3	1
BID IRB PROJECTS - C2	1
BID RESOURCE MANAGER	1
BID SEET PROGRAM SUPPORT - C1	1
RULE MAKING LIAISON SPECIALIST	1
BLS CHEMICAL LABORATORY SPECIALIST	1
BLS CLINICAL LABORATORY SPECIALIST	2
BLS CLINICAL LABORATORY TECHNICIAN - C1	1
BLS ENVIRONMENTAL LAB TECHNICIAN - C1	6
BLS ENVIRONMENTAL LAB TECHNICIAN - C2	1
BLS ENVIRONMENTAL LAB TECHNICIAN - C3	2
BLS ENVIRONMENTAL LABORATORY SPECIALIST	2
BLS LABORATORY DATA CONTROL - C1	1
BLS LABORATORY INVENTORY CONTROL - C1	1
BLS LABORATORY QUALITY ASSURANCE SPECIALIST	1
BLS OUTREACH & TRAINING C2	1
BPP EVALUATION - COORDINATOR 3	1
BPP PROGRAM SUPPORT - C2	1
BPP WORKFORCE DEVELOPMENT - C3	1
BPP WORKFORCE SUPPORT - C3	1
BRCO COMMUNICATIONS SPECIALIST	4
BRCO COMMUNITY HEALTH PROGRAM SUPPORT - C1	1
BRCO DATA ANALYTICS - C2	1
BRCO SPECIAL PROJECTS MANAGER	1
BRCO SUPPORT - C1	1
BUSINESS OPERATIONS COORDINATOR	1
BVRS POLICY & STRATEGY MANAGER	1
BVRS VITAL RECORDS SUPPORT - C1	1
CAPACITY BUILDING SUPERVISOR	1
CAPACITY BUILDING SPECIALIST	2
PROGRAM MONITOR CAPACITY BUILDING & COMMUNINI	1
CCPH PROGRAM SUPPORT - C1	1
CCPH SPECIAL PROJECTS MANAGER	1
CHIEF PLANNER	1
CLINIC COORDINATOR	1

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COMPUTER SUPPORT TECHNICIAN	1
CONTRACT/INVOICING SPECIALIST	3
CORRECTIONS COORDINATOR	2
CORRECTIONS SPECIALIST	2
DATA ENTRY SPECIALIST	12
DATA MANAGER - SERVICES	1
DATA ENTRY CLERK	1
DIRECTOR OF ADMIN/HR	1
DISTRIBUTION HUB MONITOR	1
DOC DATA ANALYST MANAGER	1
DOC DATA MANAGER	1
EHE COORDINATOR	1
ELECTRONIC CASE REPORTING ANALYST	2
ELECTRONIC CASE REPORTING COORDINATOR	1
ELECTRONIC LABORATORY REPORTING COORDINATOR	2
EMERGENCY MANAGER	1
EPIDEMIOLOGIST	4
EPSDT COORDINATOR	1
EXECUTIVE ASSISTANT	1
EXECUTIVE MANAGEMENT OFFICER	1
FIELD EPIDEMIOLOGIST	9
FIELD OPERATIONS SPECIALIST SUPERVISOR	2
GONHORREA FIELD INVESTIGATOR	1
GRAPHIC DESIGN SPECIALIST	1
HEALTH COMMUNICATIONS OPERATION AND STRATEGY	1
HEALTH COMMUNICATIONS SPECIALIST	1
HEALTH EQUITY COORDINATOR	1
HEALTH INSURANCE PROGRAM COORDINATOR	2
HEALTH MODELS PROGRAM MONITOR	2
HEALTH SYSTEMS MANAGER	2
HEPATITIS DATA MANAGER	1
HEPATITIS FIELD INVESTIGATOR	2
HEPATITIS SURVEILLANCE DATA MANAGER	2
HEPATITIS SURVEILLANCE GRANT	1
HEPATITIS SURVEILLANCE SUPERVISOR	3
HEPATITIS DATA ANALYST	1
HIV SURVEILLANCE DATA MANAGER	4
HIV SURVEILLANCE SUPERVISOR - DATA ANALYST	2
ICCR COORD./DATA ENTRY SPECIALIST	1
ICCR COORDINATOR	1
INFORMATION SYSTEMS DEVELOPER	2

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INTAKE ADMINISTRATIVE COORDINATOR	1
INTEROPERABILITY SUPERVISOR	2
IT TECH SUPPORT	1
LA PQC IMPROVEMENT ADVISOR	1
LAPQC INITIATIVES MANAGER	1
LCD PROJECT COORDINATOR	1
LEAD APPLICATION DEVELOPER	3
LEAD FIELD OPERATIONS SPECIALIST	1
LINKS DATA SCIENTIST/ BIostatistician	1
LINKS SPECIALIST	3
LINKS TRAINER	1
MARKETING AND COMMUNICATIONS COORDINATOR	1
MARKETING AND COMMUNICATIONS SUPERVISOR	2
OPERATION SUPPLIES COORDINATOR	2
OPERATIONS SUPPLIES COORDINATOR SUPERVISOR	2
OPH SUPPORT SUPERVISOR	1
PARTNER SERVICES TRAINER	1
PERINATAL DATA MANAGER	2
PERINATAL SURVEILLANCE SUPERVISOR	2
PERINATAL QUALITY PROGRAM MANAGER	1
PHARMACY BENEFIT AND MEDICATION CONSULTANT	1
PHARMACY EDUCATOR	1
PHYSICAL ACTIVITY COORDINATOR	1
PREP NAVIGATOR COORDINATOR	1
PREVENTION DATA ANALYST	1
PREVENTION DATA SUPERVISOR	2
PREVENTIVE OUTREACH COORDINATOR	2
PROGRAM MANAGER NEWBORN SCREENING	1
PROGRAM MANAGER	2
PROJECTCOORDINATOR	1
PROGRAM MONITOR	3
PROGRAM OPERATIONS SECTION PROJECT SPECIALIST	1
PUBLIC HEALTH DATA ANALYST	1
PUBLIC HEALTH MANAGER - INFECTIOUS DISEASE/TB	2
PUBLIC HEALTH WORKFORCE DIRECTOR	1
RAPID START COORDINATOR	1
RECEPTIONIST	2
REGIONAL INFANT & EARLY CHILDHOOD MENTAL HEALTH SUPERVISOR	1
REGIONAL OPERATIONS MANAGER	2
REGIONAL OVERDOSE PREVENTION COORDINATOR	4

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RESOURCE SPECIALIST	3
SERVICES DATA ANALYST	1
SERVICES DATA MANAGER	1
SOLUTARC - SOLUTIONS ARCHITECT	1
SPAN / WSD COORDINATOR	1
SPNS CORRECTIONS SPECIALIST	1
SR. ANALYST ELR TEAM LEAD	2
STATEWIDE INTERPRETER POLICY AND PLANNING MAN	1
STATEWIDE LOUISIANA BRIDGE PROGRAM MANAGER	1
STATEWIDE OVERDOSE/INFECTION PREVENTION PM	1
STATEWIDE TESTING SUPERVISOR	1
STD SURVEILLANCE SUPERVISOR	2
STRATEGIC INITATIVES AND SPECIAL PROGRAM COOR	1
SUPPORT SERVICES SUPERVISOR	2
SUPPORT SERVICES MONITOR	1
SURVEILLANCE DATA MANAGER	3
SYRINGE SERVICES PROGRAM MONITOR	1
SYSTEMS ADMINISTRATOR	4
SYSTEMS ANALYST	2
TITLE V GRANTS STRATEGY MANAGER	1
TITLE V BLOCK GRANT AND SPECIAL COORDINATOR	1
USER EXPERIENCE USER INTERFACE DEVELOPER	1
UX/UI DEVELOPER	1
TOTAL	419